

**PUBLIC HEARING
BOARD OF HOUSING QUALITY APPEALS
CITY HALL McCLOSKEY CONFERENCE ROOM
March 09, 2011
4:00 P.M.**

I. ROLL CALL

II. REVIEW OF SUMMARY – January 12, 2011

III. OLD BUSINESS

- 10-TV-81 **3939 W. Roll Avenue**, Muckerheide Properties. Request for an extension of time to complete repairs. Previously heard October 20, 2010.
- 10-TV-68 **703 W. Gourley Pike**, Colonial Crest Apartments. Request for an extension of time to complete repairs. Previously heard July 14, 2010 and November 10, 2010.
- 10-TV-98 **1000 S. Basswood North Circle**, Basswood Apartments. Request an extension of time to complete repairs. Previously heard November 10, 2010. Unable to be heard February 9, 2011.

[WITHDRAWN]

- 11-AA-22 **1200 N. Washington Street**, Mark Webb, Request relief from an administrative decision. Unable to be heard February 9, 2011.

IV. NEW BUSINESS

- 11-AA-24 **1605 W. 7th Street**, Steve Hogan. Request relief from an administrative decision to consider this a rental property.
- 11-RV-25 **326 N. Jefferson Street**, H.A.N.D. Request to rescind a variance.
- 11-TV-26 **305 E. 18th Street**, John J. Stevens. Request a modification or exception to the Property Maintenance Code.
- 11-TV-27 **589 E. Graham Place**, Kevin Young. Request for an extension of time to complete repairs.
- 11-TV-28 **409 E. 9th Street**, Fierst Rentals. Request for an extension of time to complete repairs.
- 11-TV-29 **406 E. Hillside Drive**, James Grönquist. Request for an extension of time to complete repairs.
- 11-TV-30 **302-304 S. Madison Street**, Creative Home Concepts, LLC. Request for an extension of time to complete repairs.
- 11-TV-31 **2645 E. Dekist Street**, Tabi White. Request for an extension of time to complete repairs.
- 11-TV-32 **1734 N. Lincoln Street**, Pegasus Properties. Request for an extension of time to complete repairs.
- 11-TV-33 **558 E. Graham Place**, Ryan Brooks. Request for an extension of time to complete

repairs.

11-TV-34 **2418 E. 4th Street**, Diane Hoff. Request for an extension of time to complete repairs.

11-TV-36 **909 W. Ralston Drive**, Indiana Realty Partners. Request for an extension of time to complete repairs.

11-TV-37 **223 E. 1st Street**, Stasny & Horn, IGP. Request for an extension of time to complete repairs.

11-TV-38 **426 E. 11th Street**, Stasny & Horn, IGP. Request for an extension of time to complete repairs.

V. **GENERAL DISCUSSION**

VI. **PUBLIC COMMENT**

VII. **ADJOURNMENT**

SUMMARY

B.H.Q.A. MEETING OF JANUARY 12, 2011

MEMBERS PRESENT: Sandi Cole, Susie Hamilton, Nikki Johnson, Ryan Stauser

STAFF PRESENT: Lisa Abbott, Michael Arnold, Daniel Bixler, John Hewett, Robert Hoole, Maria McCormick, Norman Mosier, Sean Person, Jo Stong (HAND), Patty Mulvihill (Legal)

OTHERS PRESENT: John Becraft (1421 W. 12th Street), Doug Horn (MCAA), Barry Jones (Sassafras Hill Apartments), Franklin L. Propvilf, Kitty Rundell (Sassafras Hill Apartments), Matt Watson (3200 E. John Hinkle Place Unit C), Marci Widen (Creative Home Concepts)

II. ELECTION OF OFFICERS 2011

Johnson made a motion for Floyd as Chair and Gallman as Vice-Chair. Hamilton seconded. Motion passed, 4-0.

III. REVIEW OF SUMMARY – September 8, 2010; October 20, 2010

Cole made a motion to approve the minutes for September 8, 2010. Hamilton seconded. Motion passed, 4-0. Cole made a motion to approve the minutes for October 20, 2010. Hamilton seconded. Motion passed, 4-0.

IV. PETITIONS

1421 W. 12th Street, John Becraft, 11-V-13. The petitioner, John Becraft, was present to request a modification or exception to the Housing Property Maintenance Code concerning a pass through variance to a bathroom from a bedroom. Staff recommendation was to grant the request with no conditions. Hamilton made a motion to grant the request per staff recommendation. Cole seconded. Motion passed, 4-0. The request is granted.

409-411 W. 3rd Street, Creative Home Concepts, LLC, 11-TV-01. The petitioner, Marci Widen, was present to request an extension of time to complete repairs. Staff recommendation was to grant the request for extension of time with a March 1, 2011 deadline. Cole made a motion to grant the request per staff recommendation. Hamilton seconded. Motion passed, 4-0. Request granted.

100 E. Miller Drive, Barry Jones, 11-TV-11. The petitioner, Barry Jones and Kitty Rundell, were present to request an extension of time to complete repairs. Staff recommendation was to grant the request for extension of time with a July 12, 2011 deadline with the condition that hard-wire carbon monoxide detectors be permanently installed and maintained in each 1st floor bathroom. Hamilton made a motion to grant the request per staff recommendation. Cole seconded. Strauser made a friendly amendment to not limit the property to a 3 year permit provided all conditions are met. Cole seconded. Amendment passed, 4-0. Motion passed, 4-0. Request granted.

1912 E. 3rd Street, Gi-Chae Lee, 10-AA-108. This item was tabled at the November 10, 2010 meeting. The petitioner was not present to request relief from an administrative decision concerning designation as rental property. Staff recommendation was to grant the request with the condition the Church continues to use the property for the pastor and their family to reside at the property. Hamilton made a motion to grant the request per staff recommendation. Strauser seconded. Motion passed, 4-0. Request granted.

3200 E. John Hinkle Place Unit C, Matt Watson, 10-TV-114. The petitioner, Matt Watson, was present to request an extension of time to complete repairs. Staff recommendation was to grant the request for extension of time with a February 8, 2011 deadline. Cole made a motion to grant the request with an April 8, 2011 deadline. Hamilton seconded. Motion passed, 4-0. Request granted.

121 N. Glenwood Avenue West, Baker Sammander, 10-TV-97. The petitioner was not present to request an extension of time to complete repairs. This was previously heard on November 10, 2010.

Staff recommendation was to grant the request for extension of time with a March 12, 2011 deadline. Hamilton made a motion to grant the request per staff recommendation. Cole seconded. Motion passed, 4-0. Request granted.

602 W. Dodds Street, Daniel Miller, 10-TV-88. The petitioner was not present to request an extension of time to complete repairs. This was previously heard on October 20, 2010. Staff recommendation was to grant the request for extension of time with a March 31, 2011 deadline. Strauser made a motion to grant the request per staff recommendation. Cole seconded. Motion passed, 4-0. Request granted.

508 N. Adams Street, Action Property Management, 10-TV-112. The petitioner was not present to request an extension of time to complete repairs. Staff recommendation was to grant the request for extension of time with a March 15, 2011 deadline. Cole made a motion to grant the request per staff recommendation. Hamilton seconded. Motion passed, 4-0. Request granted.

2615 E. 5th Street, George Huntington, 10-V-113. The petitioner was not present to request a modification or exception to the Housing Property Maintenance Code to allow an openable window to be sealed closed. Staff recommendation was to grant the request. Hamilton made a motion to grant the request per staff recommendation. Cole seconded. Johnson made a friendly amendment to not limit the property to a 3 year permit. Hamilton seconded. Amendment passed, 4-0. Motion passed, 4-0. Request granted.

1725-1727 N. Lincoln Street, JLW Properties, LLC, 10-TV-116. The petitioner was not present to request an extension of time to complete repairs. Staff recommendation was to grant the request for extension of time with a March 8, 2011 deadline. Strauser made a motion to grant the request per staff recommendation. Cole seconded. Motion passed, 4-0. Request granted.

401 S. Woodlawn Avenue, Pavilion Properties, 10-TV-117. The petitioner was not present to request an extension of time to complete repairs. Staff recommendation was to grant the request for extension of time with a January 31, 2011 deadline. Cole made a motion to grant the request per staff recommendation. Hamilton seconded. Motion passed, 4-0. Request granted.

1024 S. Hawthorne Drive, Jill M. Jolliff, 11-TV-02. The petitioner was not present to request an extension of time to complete repairs. Staff recommendation was to grant the request for extension of time with a June 1, 2011 deadline. Strauser made a motion to grant the request per staff recommendation. Cole seconded. Motion passed, 4-0. Request granted.

1738 N. Lincoln Street, Achamma Varghese, 11-TV-03. Request an extension of time to complete repairs. This petition has been withdrawn.

425 N. Walnut Street, Jeff Delaplane, 11-RV-04. The petitioner was not present to request a variance granted November 12, 1998 for special exception to the railing requirement on the east balcony with the condition that the exit door on the east balcony be labeled for emergency exit only be rescinded due to railing being completely renovated and brought into compliance with current code. Staff recommendation was to grant the request to rescind the variance. Cole made a motion to grant the request per staff recommendation. Johnson seconded. Motion passed, 4-0. Request granted.

565 N. Walnut Street, Hoover Investments, 11-TV-05. The petitioner was not present to request an extension of time to complete repairs. Staff recommendation was to grant the request for extension of time with a March 1, 2011 deadline. Cole made a motion to grant the request per staff recommendation with a May 1, 2011 deadline. Strauser seconded. Motion passed, 4-0. Request granted.

1717 N. Lincoln Street, Action Property Management, 11-TV-06. The petitioner was not present to request an extension of time to complete repairs. Staff recommendation was to grant the request for extension of time with a March 12, 2011 deadline. Strauser made a motion to grant the request per staff recommendation. Cole seconded. Motion passed, 4-0. Request granted.

593 E. Graham Place, Parker Real Estate Management, 11-TV-07. Request an extension of time to complete repairs. This petition has been withdrawn.

521 W. Wylie Street, Jared Mackinnon, 11-TV-08. The petitioner was not present to request an extension of time to complete repairs. Staff recommendation was to grant the request for extension of time with a March 1, 2011 deadline. Cole made a motion to grant the request per staff recommendation. Hamilton seconded. Motion passed, 4-0. Request granted.

626 N. College Avenue, Omega Properties, 11-TV-09. The petitioner was not present to request an extension of time to complete repairs. Staff recommendation was to grant the request for extension of time with a March 1, 2011 deadline. Cole made a motion to grant the request per staff recommendation. Johnson seconded. Motion passed, 4-0. Request granted.

325 E. Varsity Lane, Varsity Properties, 11-TV-10. The petitioner was not present to request an extension of time to complete repairs. Staff recommendation was to grant the request for extension of time with a March 31, 2011 deadline. Cole made a motion to grant the request per staff recommendation with an April 30, 2011 deadline. Strauser seconded. Motion passed, 4-0. Request granted.

1013 W. 6th Street, HAND, 11-RV-12. Request to rescind a variance granted August 10, 1995 for the north unit bedroom not to be used for sleeping purposes since the room has now been renovated to include code compliant window. Cole made a motion to grant the request per staff recommendation. Hamilton seconded. Motion passed, 4-0. Request granted.

V. GENERAL DISCUSSION

None.

VI. PUBLIC COMMENT

None.

VII. ADJOURNMENT

Cole made a motion to adjourn. Johnson seconded. Motion passed, unanimously. Meeting adjourned at 5:20 PM.



City of Bloomington
H.A.N.D.

**Board of Housing Quality Appeals
Staff Report: Petition for Extension of Time**

Meeting Date: March 9, 2011
Petition Type: An extension of time to complete repairs
Petition Number: 10-TV-81 (old)
Address: 3939 W. Roll
Petitioner: Jamar Properties
Inspector: Maria McCormick
Staff Report: July 7, 1010 Cycle Inspection
January 28, 2011 Re-Inspection Completed

During the cycle inspection it was noted that in all 10 units the patio doors and decks need significant repair or to be replaced as well as several other violations. At the re-inspection it was found that only one apartment had been completely repaired. The petitioner is requesting an additional extension of time due to the winter weather to complete the repairs. Their previous deadline was January 30. We request that all items except the patio doors and deck be repaired immediately.

Staff recommendation: Grant the extension of time for the patio doors and decks only.
Conditions: All repairs must be completed and re-inspected no later than the deadline stated below, or this case will be turned over to the City of Bloomington Legal Department for further action including the possibility of fines.
Compliance Deadline: March 14, 2011 for all items other than the patio doors and decks.
April 15, 2011 for the patio doors and decks.
Attachments: Application for Appeal, Cycle Report, Remaining Violations Report.

A



Application For Appeal
To The
Board of Housing Quality Appeals
P.O. Box 100
Bloomington, IN 47402
812-349-3420
hand@bloomington.in.gov

Property Address: 3939 Roll Ave

Petitioner's Name: James Eiermann, Property Manager Son
Scott Muckerhiede

Address: P.O. Box 7812

City: Bloomington State: IN Zip Code: 47408

Phone Number: 812-330-8655 E-mail Address: Jamar properties@yahoo.com

Owner's Name: Scott Muckerhiede

Address: 3336 S. Rolling Oak Dr

City: Bloomington State: IN Zip Code: 47403

Phone Number: _____ E-mail Address: _____

Occupants: _____

The following conditions must be found in each case in order for the Board to consider the request:

1. That the exception is consistent with the intent and purpose of the housing code and promotes public health, safety, and general welfare.
2. That the value of the area about the property to which the exception is to apply will not be adversely affected.

Identify the variance type that you are requesting from the following drop down menu:

Variance Type: TV

Reminder:
A \$20.00 filing fee must be submitted with the Appeal Application or the application will not be considered to be complete! A completed application has to be submitted prior to the meeting application deadline in order to be placed on that months agenda!

(Will be assigned by BHQA)
<u>10-TV-81 (OLD)</u>
Petition Number: _____

In the space provided below please write a brief narrative regarding your request. Be specific as to what you are requesting, the reason(s) or justification(s) for your request, the amount of time needed to bring the property into compliance, as well as any modifications and/or alterations you are suggesting. The following information must be included dependent upon the type of variance you are requesting:

- A. An extension of time to complete repairs. (Petition type: TV)
 - 1. Specify the items that need the extension of time to complete.
 - 2. Explain why the extension is needed.
 - 3. Specify the time requested.
- B. A modification or exception to the Housing Property Maintenance Code. (Petition type: V)
 - 1. Specify the code reference number you are appealing.
 - 2. Detail why you are requesting the variance.
 - 3. Specify the modifications and or alterations you are suggesting.
- C. Relief from an administration decision. (Petition type: AA)
 - 1. Specify the decision being appealed and the relief you are seeking.
- D. Rescind a variance. (Petition type: RV)
 - 1. Detail the existing variance.
 - 2. Specify the reason the variance is no longer needed.

OF the 10 units that needed addressed, 8 units have been corrected. The owner is asking for an additional 2 months in order to get the last two units issues corrected.

Signature (Required): James J Euermann

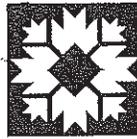
Name (Print): James Euermann

Date: 1/18/11

Important information regarding this application format:

- 1. This form is designed to be filled out electronically, printed, then returned/submitted manually (e.g. postal mail).
- 2. This document may be saved on your computer for future use, however, any data that you have entered will not be saved.

Print Form



City of Bloomington
Housing and Neighborhood Development

FEB 14 2011

Remaining Violations Report

1702

OWNERS

MUCKERHEIDE PROPERTIES
3336 S. ROLLING OAKS DR.
BLOOMINGTON, IN 47401

AGENT

JAMAR PROPERTY MGMT. CO.
P.O. BOX 7812
BLOOMINGTON IN 47407

Prop. Location: 3939 W ROLL AVE
Date Inspected: 07/09/2010
Inspectors: McCormick/Mosier
Primary Heat Source: Gas
Property Zoning: CG
Number of Stories: 2

Number of Units/Structures: 10 / 1
Number of Bedrooms: 2 each
Max # of Occupants: 4 each
Foundation Type: Slab
Attic Access: Yes
Accessory Structure: None

REINSPECTION REQUIRED

This report is your final notice from the Housing and Neighborhood Development Office that this rental property continues to be in violation of the Housing-Property Maintenance Code of Bloomington.

If you have made all of the repairs on this report, contact our office immediately to schedule the required re-inspection.

Failure to make repairs or to schedule the required re-inspection will result in this matter being referred to the City Legal Department. Legal action may be initiated against you under Section 16.12.100 of the Bloomington Municipal Code.

It is your responsibility to contact the Housing and Neighborhood Development Office to schedule the required re-inspection. Our mailing address and telephone number are listed below.

UNIT # 1

Kitchen:

A minimum 1A 10BC classification fire extinguisher shall be **mounted in a visible, accessible location, in or adjacent to the kitchen, away from the range, and in the path of egress.** The securing mechanism must be no more than 5 feet above the floor. PM-704.3.

Repair the cooking stove burners to function as intended, will light but no adjustment on the flame. PM-603.1

S Bedroom:

Repair the door to latch properly. PM-304.6

Apt. 2 –

Living Room:

Properly repair or replace the damaged and deteriorated deck. This includes but is not limited to replacing or repairing damaged or deteriorated decking, railings and structural members. PM-303.10

Kitchen:

All fire extinguishers must be inspected every 30 days and a record of that inspection shall be kept. Metal head extinguishers shall be subjected to maintenance at intervals of not more than one (1) year and shall have a tag or label securely attached that indicates the month and year the maintenance was performed as well as the identity of the person/company performing the service. Metal head extinguishers must be recharged every six years and hydro-tested every 12 years per NFPA-10. Plastic head extinguishers must be replaced every 12 years per NFPA-10. PM-704.3

Bathroom:

Seal the top of the shower surround. PM-304.1

Apt. 3 –

West Bedroom:

Properly repair or replace the damaged and deteriorated wood on the patio door. This includes but is not limited to replacing or repairing damaged or deteriorated structural members. PM-303.15

Properly repair or replace the damaged and deteriorated deck. This includes but is not limited to replacing or repairing damaged or deteriorated decking, railings and structural members. PM-303.10

Replace closet doors so they function as intended. PM-304.6

Central Bedroom:

Every window shall be capable of being easily opened and held in position by its own hardware. PM-303.13.2

East Bedroom:

Properly repair the water damaged drywall around the window frame. PM-304.3

Scrape and paint the door frame where paint is peeling or wood is exposed. PM-304.3

Repair the hole in the wall adjacent to the door. PM-304.3

Repair or replace closet doors so they function as intended. PM-304.6

Bathroom:

Properly repair floor between the bathtub and toilet. This includes but is not limited to replacing or repairing damaged or deteriorated floor covering, decking and structural members. PM-304.2 & PM-304.4

Living Room:

Clean the heating/air conditioning supply/return grille. PM-603.1

Kitchen:

All fire extinguishers must be inspected every 30 days and a record of that inspection shall be kept. Metal head extinguishers shall be subjected to maintenance at intervals of not more than one (1) year and shall have a tag or label securely attached that indicates the month and year the maintenance was performed as well as the identity of the person/company performing the service. Metal head extinguishers must be recharged every six years and hydro-tested every 12 years per NFPA-10. Plastic head extinguishers must be replaced every 12 years per NFPA-10. PM-704.3

Apt. 4 –

Kitchen:

All fire extinguishers must be inspected every 30 days and a record of that inspection shall be kept. Metal head extinguishers shall be subjected to maintenance at intervals of not more than one (1) year and shall have a tag or label securely attached that indicates the month and year the maintenance was performed as well as the identity of the person/company performing the service. Metal head extinguishers must be recharged every six years and hydro-tested every 12 years per NFPA-10. Plastic head extinguishers must be replaced every 12 years per NFPA-10. PM-704.3

Apt. 5 –

Living Room:

Properly repair or replace sliding glass door so that it is easily opened/closed and functions as intended and is weather tight. Still missing trim. PM-303.15

Kitchen:

All fire extinguishers must be inspected every 30 days and a record of that inspection shall be kept. Metal head extinguishers shall be subjected to maintenance at intervals of not more than one (1) year and shall have a tag or label securely attached that indicates the month and year the maintenance was performed as well as the identity of the person/company performing the service. Metal head extinguishers must be recharged every six years and hydro-tested every 12 years per NFPA-10. Plastic head extinguishers must be replaced every 12 years per NFPA-10. PM-704.3

Apt. 6 –

Living Room:

Properly repair or replace sliding glass door so that it is easily opened/closed and functions as intended and is weather tight. PM-303.15

Properly repair or replace the damaged and deteriorated deck. This includes but is not limited to replacing or repairing damaged or deteriorated decking, railings and structural members. PM-303.10

Hallway:

Replace the missing smoke detector. If the missing smoke detector was hard wired it must be replaced with a hard wired model. PM-704.1

Repair the holes in the wall. PM-304.3

Kitchen:

Replace the missing protective cover for the light fixture. PM-605.1

A minimum 1A 10BC classification fire extinguisher shall be **mounted in a visible, accessible location, in or adjacent to the kitchen, away from the range, and in the path of egress.** The securing mechanism must be no more than 5 feet above the floor. PM-704.3.

All fire extinguishers must be inspected every 30 days and a record of that inspection shall be kept. Metal head extinguishers shall be subjected to maintenance at intervals of not more than one (1) year and shall have a tag or label securely attached that indicates the month and year the maintenance was performed as well as the identity of the person/company performing the service. Metal head extinguishers must be recharged every six years and hydro-tested every 12 years per NFPA-10. Plastic head extinguishers must be replaced every 12 years per NFPA-10. PM-704.3

East Bedroom:

Replace the missing smoke detector. If the missing smoke detector was hard wired it must be replaced with a hard wired model. PM-704.1

Repair or replace closet doors so they function as intended. PM-304.6

West Bedroom:

Replace the missing smoke detector. If the missing smoke detector was hard wired it must be replaced with a hard wired model. PM-704.1

Repair or replace the window to open and close easily as intended and to be weather tight. PM-303.13

Repair or replace closet doors so they function as intended. PM-304.6

Properly repair or replace damaged carpeting in the doorway. PM-304.4

Bathroom:

Repair/replace the damaged door frame. PM-304.6

Seal the top of the shower surround. PM-304.1

Seal edge of floor covering adjacent to bathtub. PM-304.1

Repair the holes in the wall adjacent to the sink and behind the door.. PM-304.3

Entry Hall:

Repair the holes in the wall. PM-304.3

Apt. 7 –

Entry Hall:

Properly repair or replace the broken trim pieces, also replace the missing exterior trim @ the top of doorway. PM-304.3

Living Room:

Properly repair or replace the damaged and deteriorated deck. This includes but is not limited to replacing or repairing damaged or deteriorated decking, railings and structural members. PM-303.10

Bathroom:

Properly repair or replace the damaged drywall above the shower surround. PM-304.3

Apt. 9 –

Kitchen:

All fire extinguishers must be inspected every 30 days and a record of that inspection shall be kept. Metal head extinguishers shall be subjected to maintenance at intervals of not more than one (1) year and shall have a tag or label securely attached that indicates the month and year the maintenance was performed as well as the identity of the person/company performing the service. Metal head extinguishers must be recharged every six years and hydro-tested every 12 years per NFPA-10. Plastic head extinguishers must be replaced every 12 years per NFPA-10. PM-704.3

Living Room:

Properly repair or replace the damaged and deteriorated deck. This includes but is not limited to replacing or repairing damaged or deteriorated decking, railings and structural members. PM-303.10

EXTERIOR:

Properly repair or replace the broken stringer on the eastern stairs leading to apartments 9 & 10. PM-303.10

Clearly label all disconnects for the air conditioning units. PM-604.1

Scrape and paint exterior surfaces where paint is peeling or wood is exposed. PM-303.2
(This item only has a compliance deadline of 07/09/2011.)

OTHER REQUIREMENTS:

Required documentation:

Thoroughly clean and service the furnaces in each unit. Inspect and test shut off valves for proper operation. Documentation from a professional HVAC contractor for this service is acceptable and encouraged. Servicing shall include a test for carbon monoxide. Acceptable levels of carbon monoxide are as follows:

Desired level:	0 parts per million (ppm)
Acceptable level in a living space:	9 ppm
Maximum concentration for flue products:	50 ppm

PM-603.1

Required documentation:

A completed copy of the Tenants and Owners Rights and Responsibilities Summary must be provided to this office or reviewed with the inspector within 60 days of the date of the inspection or a \$25.00 fine will be levied. BMC 16.12.050 (d)

Required documentation:

The owner or his agent shall contact the tenant and arrange a joint inspection of the premises to occur within ten days of the tenant's occupancy of the rental unit. The owner or his agent and the tenant shall at that time jointly complete an inventory and damage list, and this shall be signed by all parties to the tenancy agreement. Duplicate copies of the inventory and damage list shall be retained by all parties and shall be deemed a part of the tenancy agreement. ~~A completed copy of the Inventory & Damage List must be provided to the office or reviewed with the inspector within 60 days of the date of the inspection or a \$25.00 fine will be levied. BMC16.12.040~~



City of Bloomington
Housing and Neighborhood Development

Cycle Report

1702

OWNERS

MUCKERHEIDE PROPERTIES
3336 S. ROLLING OAKS DR.
BLOOMINGTON, IN 47401

AGENT

JAMAR PROPERTY MGMT CO.
PO BOX 7812
BLOOMINGTON, IN 47407

Prop. Location: 3939 W ROLL AVE
Date Inspected: 07/09/2010
Inspectors: Maria McCormick
Primary Heat Source: Gas
Property Zoning: CG
Number of Stories: 2

Number of Units/Structures: 10 / 1
Number of Bedrooms: 9 - 2 / 1 - 3
Max # of Occupants: 4 / 5
Foundation Type: Slab
Attic Access: Yes
Accessory Structure: None

Note: The first floor of this structure is commercial. Room dimensions are in the file. Only rooms with violations are listed in this report.

Typical Bedroom Windows:

Existing Egress Window Measurements:

Height: 34 inches
Width: 33 ½ inches
Sill Height: 44 inches
Openable Area: 7.90 sq. ft.

Existing Egress Window Measurements:

Height: 33 ½ inches
Width: 21 inches
Sill Height: 44 inches
Openable Area: 4.88 sq. ft.

Note: These measurements are for reference only. There is no violation of the emergency egress requirements.

INTERIOR:

Apt. 1 -

This unit was in the process of being remodeled at the time of inspection. Check at re-inspection. This unit must be brought into compliance within the 60 day deadline.

RELOCATE FX / REPAIR STOVE TO FAI, BURNERS TO LIGHT, SUPPLY ADEQUATE GAS

Apt. 2 -

Living Room:

Properly repair or replace the damaged and deteriorated wood on the patio door. This includes but is not limited to replacing or repairing damaged or deteriorated structural members. PM-303.15

Properly repair or replace the damaged and deteriorated deck. This includes but is not limited to replacing or repairing damaged or deteriorated decking, railings and structural members. PM-303.10

Kitchen:

All fire extinguishers must be inspected every 30 days and a record of that inspection shall be kept. Metal head extinguishers shall be subjected to maintenance at intervals of not more than one (1) year and shall have a tag or label securely attached that indicates the month and year the maintenance was performed as well as the identity of the person/company performing the service. Metal head extinguishers must be recharged every six years and hydro-tested every 12 years per NFPA-10. Plastic head extinguishers must be replaced every 12 years per NFPA-10. PM-704.3

Clean and service the exhaust fan above the stove so that it functions as intended. PM-603.1

Bathroom:

Seal the top of the shower surround. PM-304.1

Apt. 3 - NOT FINISHED

West Bedroom:

Properly repair or replace the damaged and deteriorated wood on the patio door. This includes but is not limited to replacing or repairing damaged or deteriorated structural members. PM-303.15

Properly repair or replace the damaged and deteriorated deck. This includes but is not limited to replacing or repairing damaged or deteriorated decking, railings and structural members. PM-303.10

Replace closet doors so they function as intended. PM-304.6

Central Bedroom:

Every window shall be capable of being easily opened and held in position by its own hardware. PM-303.13.2

East Bedroom:

Properly repair the water damaged drywall around the window frame. PM-304.3

Scrape and paint the door frame where paint is peeling or wood is exposed. PM-304.3

Repair the hole in the wall adjacent to the door. PM-304.3

Repair or replace closet doors so they function as intended. PM-304.6

Bathroom:

Properly repair floor between the bathtub and toilet. This includes but is not limited to replacing or repairing damaged or deteriorated floor covering, decking and structural members. PM-304.2 & PM-304.4

Living Room:

Clean the heating/air conditioning supply/return grille. PM-603.1

Kitchen:

All fire extinguishers must be inspected every 30 days and a record of that inspection shall be kept. Metal head extinguishers shall be subjected to maintenance at intervals of not more than one (1) year and shall have a tag or label securely attached that indicates the month and year the maintenance was performed as well as the identity of the person/company performing the service. Metal head extinguishers must be recharged every six years and hydro-tested every 12 years per NFPA-10. Plastic head extinguishers must be replaced every 12 years per NFPA-10. PM-704.3

Apt. 4 -

Living Room:

C Properly repair or replace the damaged and deteriorated wood on the patio door. This includes but is not limited to replacing or repairing damaged or deteriorated structural members. PM-303.15

C Properly repair or replace the damaged and deteriorated deck. This includes but is not limited to replacing or repairing damaged or deteriorated decking, railings and structural members. PM-303.10

Kitchen:

M/C All fire extinguishers must be inspected every 30 days and a record of that inspection shall be kept. Metal head extinguishers shall be subjected to maintenance at intervals of not more than one (1) year and shall have a tag or label securely attached that indicates the month and year the maintenance was performed as well as the identity of the person/company performing the service. Metal head extinguishers must be recharged every six years and hydro-tested every 12 years per NFPA-10. Plastic head extinguishers must be replaced every 12 years per NFPA-10. PM-704.3

Bathroom:

C Properly repair or replace the bathtub faucet to eliminate the constant leak and function as intended. PM-504.1

Utility Closet:

Temperature/pressure relief (TPR) valve discharge tubes:

- shall not be reduced in size from the valve outlet
- shall be rigid galvanized, rigid copper, or any CPVC pipe
- shall not have a threaded discharge end
- drain by gravity
- shall have a minimum 1" air gap where discharging into a sanitary drain, or an approved air break
- shall extend to within 6" of floor. PM-505.4

Apt. 5 -

Living Room:

7 Properly repair or replace sliding glass door so that it is easily opened/closed and functions as intended and is weather tight. PM-303.15 *MISSING TRIM*

MC Properly repair or replace the damaged and deteriorated deck. This includes but is not limited to replacing or repairing damaged or deteriorated decking, railings and structural members. PM-303.10

Kitchen:

N/C All fire extinguishers must be inspected every 30 days and a record of that inspection shall be kept. Metal head extinguishers shall be subjected to maintenance at intervals of not more than one (1) year and shall have a tag or label securely attached that indicates the month and year the maintenance was performed as well as the identity of the person/company performing the service. Metal head extinguishers must be recharged every six years and hydro-tested every 12 years per NFPA-10. Plastic head extinguishers must be replaced every 12 years per NFPA-10. PM-704.3

Apt. 6 -

Living Room:

MC Properly repair or replace sliding glass door so that it is easily opened/closed and functions as intended and is weather tight. PM-303.15

MC Properly repair or replace the damaged and deteriorated deck. This includes but is not limited to replacing or repairing damaged or deteriorated decking, railings and structural members. PM-303.10

Hallway:

MC Replace the missing smoke detector. If the missing smoke detector was hard wired it must be replaced with a hard wired model. PM-704.1

MC Repair the holes in the wall. PM-304.3

Kitchen:

Replace the missing protective cover for the light fixture. PM-605.1

A minimum 1A 10BC classification fire extinguisher shall be mounted in a visible, accessible location, in or adjacent to the kitchen, away from the range, and in the path of egress. The securing mechanism must be no more than 5 feet above the floor. PM-704.3.

All fire extinguishers must be inspected every 30 days and a record of that inspection shall be kept. Metal head extinguishers shall be subjected to maintenance at intervals of not more than one (1) year and shall have a tag or label securely attached that indicates the month and year the maintenance was performed as well as the identity of the person/company performing the service. Metal head extinguishers must be recharged every six years and hydro-tested every 12 years per NFPA-10. Plastic head extinguishers must be replaced every 12 years per NFPA-10. PM-704.3

East Bedroom:

Replace the missing smoke detector. If the missing smoke detector was hard wired it must be replaced with a hard wired model. PM-704.1

Repair or replace closet doors so they function as intended. PM-304.6

West Bedroom:

Replace the missing smoke detector. If the missing smoke detector was hard wired it must be replaced with a hard wired model. PM-704.1

Repair or replace the window to open and close easily as intended and to be weather tight. PM-303.13

Repair or replace closet doors so they function as intended. PM-304.6

Properly repair or replace damaged carpeting in the doorway. PM-304.4

Bathroom:

Repair/replace the damaged door frame. PM-304.6

Seal the top of the shower surround. PM-304.1

Seal edge of floor covering adjacent to bathtub. PM-304.1

Repair the holes in the wall adjacent to the sink and behind the door.. PM-304.3

Entry Hall:

Repair the holes in the wall. PM-304.3

Apt. 7 -

Entry Hall:

Properly repair or replace the broken trim pieces. PM-304.3

EXTERIOR DOOR TRIM @ TOP

Kitchen:

All fire extinguishers must be inspected every 30 days and a record of that inspection shall be kept. Metal head extinguishers shall be subjected to maintenance at intervals of not more than one (1) year and shall have a tag or label securely attached that indicates the month and year the maintenance was performed as well as the identity of the person/company performing the service. Metal head extinguishers must be recharged every six years and hydro-tested every 12 years per NFPA-10. Plastic head extinguishers must be replaced every 12 years per NFPA-10. PM-704.3

Properly repair the leaking sink faucet. PM-504.1

Living Room:

Properly repair or replace sliding glass door so that it is easily opened/closed and functions as intended and is weather tight. PM-303.15

Properly repair or replace the damaged and deteriorated deck. This includes but is not limited to replacing or repairing damaged or deteriorated decking, railings and structural members. PM-303.10

East Bedroom:

Repair or replace the window to open and close completely as intended and to be weather tight. PM-303.13

Properly repair the water damaged drywall around the window frame. PM-304.3

Hallway:

Repair the hole in the wall. PM-304.3

West Bedroom:

Repair or replace the window to open and close completely as intended and to be weather tight. PM-303.13

Bathroom:

Properly repair or replace the damaged drywall above the shower surround. PM-304.3

Apt. 8 -

Living Room:

Properly repair or replace the damaged and deteriorated wood on the patio door. This includes but is not limited to replacing or repairing damaged or deteriorated structural members. PM-303.15

C Properly repair or replace the damaged and deteriorated deck. This includes but is not limited to replacing or repairing damaged or deteriorated decking, railings and structural members. PM-303.10

Kitchen:

MC All fire extinguishers must be inspected every 30 days and a record of that inspection shall be kept. Metal head extinguishers shall be subjected to maintenance at intervals of not more than one (1) year and shall have a tag or label securely attached that indicates the month and year the maintenance was performed as well as the identity of the person/company performing the service. Metal head extinguishers must be recharged every six years and hydro-tested every 12 years per NFPA-10. Plastic head extinguishers must be replaced every 12 years per NFPA-10. PM-704.3

West Bedroom:

C Repair or replace the window to open and close completely as intended and to be weather tight. PM-303.13

C Repair or replace closet doors so they function as intended. PM-304.6

East Bedroom:

C Repair or replace closet doors so they function as intended. PM-304.6

Apt. 9 --

Kitchen:

MC All fire extinguishers must be inspected every 30 days and a record of that inspection shall be kept. Metal head extinguishers shall be subjected to maintenance at intervals of not more than one (1) year and shall have a tag or label securely attached that indicates the month and year the maintenance was performed as well as the identity of the person/company performing the service. Metal head extinguishers must be recharged every six years and hydro-tested every 12 years per NFPA-10. Plastic head extinguishers must be replaced every 12 years per NFPA-10. PM-704.3

Living Room:

C Properly repair or replace the damaged and deteriorated wood on the patio door. This includes but is not limited to replacing or repairing damaged or deteriorated structural members. PM-303.15

Properly repair or replace the damaged and deteriorated deck. This includes but is not limited to replacing or repairing damaged or deteriorated decking, railings and structural members. PM-303.10

Apt. 10 --

Kitchen:

MC All fire extinguishers must be inspected every 30 days and a record of that inspection shall be kept. Metal head extinguishers shall be subjected to maintenance at intervals of not more than one (1) year and shall have a tag or label securely attached that indicates the

month and year the maintenance was performed as well as the identity of the person/company performing the service. Metal head extinguishers must be recharged every six years and hydro-tested every 12 years per NFPA-10. Plastic head extinguishers must be replaced every 12 years per NFPA-10. PM-704.3

Living Room:

Properly repair or replace the damaged and deteriorated wood on the patio door. This includes but is not limited to replacing or repairing damaged or deteriorated structural members. PM-303.15

Properly repair or replace the damaged and deteriorated deck. This includes but is not limited to replacing or repairing damaged or deteriorated decking, railings and structural members. PM-303.10

EXTERIOR:

Properly repair or replace the broken stringer on the eastern stairs leading to apartments 9 & 10. PM-303.10

Clearly label all disconnects for the air conditioning units. PM-604.1

Scrape and paint exterior surfaces where paint is peeling or wood is exposed. PM-303.2 (This item only has a compliance deadline of 07/09/2011.)

OTHER REQUIREMENTS:

Required documentation:

Thoroughly clean and service the furnaces in each unit. Inspect and test shut off valves for proper operation. Documentation from a professional HVAC contractor for this service is acceptable and encouraged. Servicing shall include a test for carbon monoxide. Acceptable levels of carbon monoxide are as follows:

- Desired level: 0 parts per million (ppm)
- Acceptable level in a living space: 9 ppm
- Maximum concentration for flue products: 50 ppm

PM-603.1

Required documentation:

A completed copy of the Tenants and Owners Rights and Responsibilities Summary must be provided to this office or reviewed with the inspector within 60 days of the date of the inspection or a \$25.00 fine will be levied. BMC 16.12.050 (d)

Required documentation:

MC
The owner or his agent shall contact the tenant and arrange a joint inspection of the premises to occur within ten days of the tenant's occupancy of the rental unit. The owner or his agent and the tenant shall at that time jointly complete an inventory and damage list, and this shall be signed by all parties to the tenancy agreement. Duplicate copies of the inventory and damage list shall be retained by all parties and shall be deemed a part of the tenancy agreement. **A completed copy of the Inventory & Damage List must be provided to the office or reviewed with the inspector within 60 days of the date of the inspection or a \$25.00 fine will be levied. BMC16.12.040**

When issued, a copy of the new Rental Occupancy Permit shall be posted as required by BMC 16.12.080 (b): All rental units shall be required to have a current occupancy permit displayed in an accessible location inside the unit. The permit shall contain the name of the owner or his agent and the expiration date of the permit. BMC 16.12.080 (b)



City of Bloomington
H.A.N.D.

**Board of Housing Quality Appeals
Staff Report: Petition for Extension of Time**

Meeting Date: March 9, 2011

Petition Type: An extension of time to complete repairs

Petition Number: 10-TV-68

Address: 703 W. Gourley Pike

Petitioner: Colonial Crest Apartments

Inspector: Robert Hoole

Staff Report:

March 23, 2010	Cycle inspection report mailed
May 25, 2010	Appeal filed
July 14, 2010	Extension of time granted
July 23, 2010	Reinspection
September 3, 2010	Reinspection
October 12, 2010	Second appeal filed
October 18, 2010	Reinspection
November 10, 2010	Extension granted
February 8, 2011	Third appeal filed

During the cycle inspection numerous repairs were cited, including the replacement of dozens of electrical service entrance conductors as well as extensive structural work. The petitioner initially requested a 30 day extension of time. After a discussion with the maintenance supervisor they chose to request a 90 day extension. On July 14, 2010 BHQA granted an extension of time with a deadline of October 14, 2010. On October 12, 2010 the petitioner filed an appeal requesting additional time. A reinspection conducted October 18, 2010 found that much work has not been completed or has been improperly executed. On November 10, 2010 BHQA granted a second extension of time. The petitioner is now seeking a third extension of time citing freezing weather as the reason for not having completed the repairs. However, numerous items are not yet in compliance including proper grounding of electrical service in apartment 189.

Staff recommendation: Deny the extension of time

Conditions:

Compliance Deadline:

Attachments: Remaining violations report, appeal form



Application for Appeal
 To The
 Board of Housing Quality Appeals
 P.O. Box 100
 Bloomington, IN 47402
 812-349-3420

RECEIVED
 FEB 08 2011

BY:

Petitioner's Name: Colonial Crest Apt.

Petitioner's Address & Phone Number: 703 W. Gounley Pike (812) 332-6540

Owner's Name: _____

Owner's Address & Phone Number: _____

Address of Property: 703 W. Gounley Pike Bloomington IN.

Occupant(s) Name(s): _____

- The following conditions must be found in each case in order for the Board to consider the request:
1. That the value of the area about the property to which the exception is to apply will not be adversely affected.
 2. That the exception is consistent with the intent and purpose of the housing code and promotes public health, safety, and general welfare.

Identify the variance type that you are requesting from the following list and attach the required information.

- A. An extension of time to complete repairs. (Petition type: TV)
 - ↳ Specify the items that need the extension of time to complete
 - ↳ Explain why the extension is needed
 - ↳ Specify the time requested
- B. A modification or exception to the Housing Property Maintenance Code. (Petition type: V)
 - ↳ Specify the code reference number you are appealing
 - ↳ Detail why you are requesting the variance
 - ↳ Specify the modifications and or alterations you are suggesting
- C. Relief from an administration decision. (Petition type: AA)
 - ↳ Specify the decision being appealed and the relief you are seeking
- D. Rescind a variance. (Petition type: RV)
 - ↳ Detail the existing variance
 - ↳ Specify the reason the variance is no longer needed

I certify that all information submitted with this request is correct and I have enclosed the \$20.00 filing fee.

Signature: [Handwritten Signature]

Name (print): Danny J. New

10-TV-68
 OLD
 Petition Number: _____

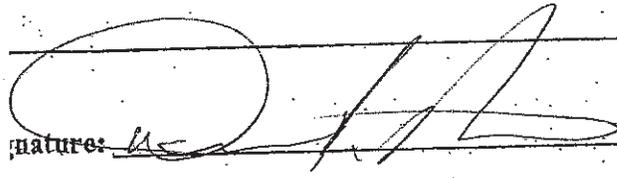
(Please use the reverse side for further explanation and/or request).

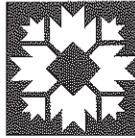


Application for Appeal
To The
Board of Housing Quality Appeals
P.O. Box 100
Bloomington, IN 47402
812-349-3420

Use write a brief narrative in the space provided below. Be specific as to what you are requesting, the reason(s) or justification(s) for your request, the amount of time needed to bring the property into compliance, as well as any modifications and/or alterations you are suggesting.)

The Repairs to Building "M" Have Not Been Completed Due to Weather Conditions, We Can Not Pour Concrete Until the Temperature is Above Freezing. All materials are on site and contractors are ready

Signature:  Date: 2/28/11



**City of Bloomington
Housing and Neighborhood Development**

Remaining Violations Report
Reinspected 9/3/2010 and 10/18/2010

416

OWNERS

=====

COPPER BEACH TOWNHOME COMMUNITIES
P.O. BOX 79
BOALSBURG, PA 16827

AGENT

=====

RAY, GALE
703 W. GOURLEY PIKE (OFFICE)
BLOOMINGTON IN 47404

Prop. Location: 703 W GOURLEY PIKE
Date Inspected: 01/25/2010
Inspectors: Robert Hoole
Primary Heat Source: Electric
Property Zoning: RH
Number of Stories: 2

Number of Units/Structures: 208/15
Number of Bedrooms: 1,2,3
Max # of Occupants: 2,4,5
Foundation Type: Slab
Attic Access: Yes
Accessory Structure:

VARIANCE

=====

02/12/2008 NOTE: This permit does not cover unit #129 & #130. These units must remain vacant until such time that the structural repairs have been made and the units re-inspected. This is not a variance to the City of Bloomington Property Maintenance Code.

REINSPECTION REQUIRED

This report is your final notice from the Housing and Neighborhood Development Office that this rental property continues to be in violation of the Housing-Property Maintenance Code of Bloomington.

If you have made all of the repairs on this report, contact our office immediately to schedule the required re-inspection.

Failure to make repairs or to schedule the required re-inspection will result in this matter being referred to the City Legal Department. Legal action may be initiated against you under Section 16.12.100 of the Bloomington Municipal Code.

It is your responsibility to contact the Housing and Neighborhood Development Office to schedule the required re-inspection. Our mailing address and telephone number are listed below.

28

EXTERIOR:

Trim trees in contact with the building adjacent to the following units: 25, 24, 1. PM-302.4.1

Replace the deteriorated service entrance cable **feeding the service panels** of the following units: 86, 85, 84, 83, 89, 98, 92, 91, 22, 21, 20, 19, 18, 13, 12. PM-605.1

NOTE: The service entrance conductors must be replaced. It is not acceptable to wrap the existing conductors.

Secure the loose electrical weatherhead of unit 8. PM-605.1

Replace the damaged air conditioner electrical disconnect for unit 189. PM-605.1

NOTE: The disconnect has been repaired but now the ground wire for the service has been disconnected. Properly reconnect the ground conductor.

During the previous cycle inspection a report from a licensed structural engineer was required. That report is included with this report as an attachment. It appears that the recommendations for assessing and repairing structural issues in building M were not completed. In order to renew the rental occupancy permit for this property it is necessary to either complete the recommendations of the previous report or provide a new report from a licensed structural engineer stating that further work is not recommended. PM-303.8, PM-303.6

Significant bowing of the exterior wall and settling of the walkway has occurred at the east end of the building containing unit 98. Properly repair the wall to eliminate bowing and repair walkways to be level and flush with the lowest course of brick on the building, or provide a report from a licensed structural engineer recommending alternatives to these repairs. PM-303.8, PM-303.6

When issued, a copy of the new Rental Occupancy Permit shall be posted as required by BMC 16.12.080 (b): All rental units shall be required to have a current occupancy permit displayed in an accessible location inside the unit. The permit shall contain the name of the owner or his agent and the expiration date of the permit. BMC 16.12.080 (b)



City of Bloomington
H.A.N.D.

**Board of Housing Quality Appeals
Staff Report: Petition for Extension of Time**

Meeting Date: 09 March 2011

Petition Type: An extension of time to complete repairs

Petition Number: 10 TV-98 (old business)

Address: 1000 Basswood Circle

Petitioner: Basswood Apartments

Inspector: Mosier/Person

Staff Report: 26 July 2010 - Cycle Inspection conducted
22 September 2010 – Received BHQA Appeal
22 December 2010 – Received New Appeal (additional extension of time)
09 February 2011 – BHQA Meeting (No Action Taken, moved to March
BHQA under old business)
03 March 2011 – Conducted re-inspection

It was noted during the cycle inspection that several buildings have missing shingles, fascia boards and trim. Repair or replacement of deteriorated or loose handrails on second level balconies was required. Some structural repairs of balconies on the 2nd level were also cited along with the removal of dead trees, in addition to the interior violations. The petitioner is requesting an extension of time to complete these repairs.

Staff recommendation: Grant the extension of time.

Conditions: All repairs must be completed and re-inspected no later than the deadline stated below, or this case will be turned over to the City of Bloomington Indiana Legal Department for further action including the possibility of fines.

Compliance Deadline: March 31, 2011

Attachments: BHQA Appeal, Petitioner's Letter, Cycle Report, Contract bids for exterior violations.



Application for Appeal
To The
Board of Housing Quality Appeals
P.O. Box 100
Bloomington, IN 47402
812-349-3420

also write a brief narrative in the space provided below. Be specific as to what you are requesting, the reason(s) or justification(s) for your request, the amount of time needed to bring the property into compliance, as well as any modifications and/or alterations you are suggesting.) under old business

I would like to request an extension of time
to complete repairs. We have completed
numerous repairs inside our units and on
the exterior but would like to request
more time due to weather and monthly turn
overs and service. I feel we should
need no more than 10 days to complete
all necessary repairs. Due to our monthly
turnovers, service requests, snow removal, weather,
and other factors we have just not been able
to complete all necessary repairs. We still
have some outside repairs to complete that
have been held up due to weather. Thank you very
much for your consideration.

Signature:

Alvina C. Hamme

Date:

12-22-10



Application for Appeal
To The
Board of Housing Quality Appeals
P.O. Box 100
Bloomington, IN 47402
812-349-3420

RECEIVED
DEC 22 2010

BY:

Petitioner's Name: Basswood Apartments / Alexia C. Hamric
Petitioner's Address & Phone Number: 1000 Basswood Circle
Owner's Name: Scott S. May
Owner's Address & Phone Number: 1000 Basswood Circle
Address of Property: 1000 Basswood Circle
Occupant(s) Name(s): _____

- The following conditions must be found in each case in order for the Board to consider the request:
1. That the value of the area about the property to which the exception is to apply will not be adversely affected.
 2. That the exception is consistent with the intent and purpose of the housing code and promotes public health, safety, and general welfare.

Identify the variance type that you are requesting from the following list and attach the required information.

- A. An extension of time to complete repairs. (Petition type: TV)
 - ↳ Specify the items that need the extension of time to complete
 - ↳ Explain why the extension is needed
 - ↳ Specify the time requested
- B. A modification or exception to the Housing Property Maintenance Code. (Petition type: V)
 - ↳ Specify the code reference number you are appealing
 - ↳ Detail why you are requesting the variance
 - ↳ Specify the modifications and or alterations you are suggesting
- C. Relief from an administration decision. (Petition type: AA)
 - ↳ Specify the decision being appealed and the relief you are seeking
- D. Revoke a variance. (Petition type: RV)
 - ↳ Detail the existing variance
 - ↳ Specify the reason the variance is no longer needed

I certify that all information submitted with this request is correct and I have enclosed the \$20.00 filing fee.

Signature: Alexia C. Hamric

Name (print): ALEXIA C. HAMRIC

10-TV-98 (OLD)
Petition Number: _____

(Please use the reverse side for further explanation and/or request).

PAINMASTER, INC.

**Post Office Box 1346
Bloomington, IN 47402
(812) 825-3099**

March 2, 2011

This is to confirm that we will be starting on the exterior repairs and painting of the Basswood complex as soon as weather permits. Normally this would be no later than April 1 or as soon we have consistent above-freezing and dry temperature.

If you need any more information please feel free to call me at the office (812-825-3099).

Sincerely,



David M. Barber

President

PROPOSAL

Hamric's Earthworks
421 East Chester Drive
Ellettsville, In 47429
812-876-1362

March 1, 2011

Proposal Submitted To:

Basswood Apartments
Attn: Alexia
1000 Basswood Circle
Bloomington, IN 47403

Work To Be Performed At:

Same

We hereby propose to furnish the materials and perform the labor necessary for the completion of: for the removal and re-building of two 6' x 11' decks within the time limit of two weeks from todays date.

*Medulid
for 3/10/11*

All material is guaranteed to be as specified, and the above work to be performed in accordance with the drawings and specifications submitted for above work and completed in a substantial workmanlike manner for the sum of [Nine Hundred] Dollars [\$900.00]. With payments to be made as follows: within thirty days of billing.

Claudia G. Hamric

Respectfully submitted
Claudia G. Hamric, CEO

Per

Note-This proposal may be withdrawn by us if not accepted within 30days.

ACCEPTANCE OF PROPOSAL

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Date 3-3-11

Signature *[Signature]*
Signature _____

Any alteration or deviation from above specifications involving extra costs, will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements are contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance upon above work. Workman's Compensation and Public Liability Insurance on above work to be taken out by:



City of Bloomington
Housing and Neighborhood Development

Cycle Report

4493

OWNERS

MAY, SCOTT G.
701 SUMMITVIEW PLACE
BLOOMINGTON, IN 47401

AGENT

BASSWOOD, LLC
1000 BASSWOOD CIRCLE
BLOOMINGTON IN 47403

Prop. Location: 1000 S BASSWOOD CIR
Date Inspected: 07/26/2010
Inspectors: Mosier/Person
Primary Heat Source: Electric
Property Zoning: RH
Number of Stories: 2

Number of Units/Structures: 240 / 10
Number of Bedrooms: 1 & 2
Max # of Occupants: 2 & 4
Foundation Type: Slab
Attic Access: Yes
Accessory Structure: Maint. Garage

NOTE:

- 🏠 Room dimensions are in the file or listed on the previous cycle inspection report.
 - 🏠 Only Units/Rooms with violations shall be listed on this report.
-

GENERAL STATEMENTS:

Egress window dimensions are as follows:

Existing Egress Window Measurements: Single hung: Const. Yr. - 1990
Height: 26 inches
Width: 32 inches
Sill Height: 24 inches
Openable Area: 5.77 sq. ft.

Note: These measurements are for reference only. There is no violation of the emergency egress requirements.

35

GENERAL STATEMENTS – (Continued)

- N/C Properly label electrical service/meter disconnects with corresponding unit numbers. PM-701.2
- N/C Scrape and paint exterior surfaces where paint is peeling or wood is exposed. PM-303.2
- C Repair all A/C quick disconnect couplings at base of quick disconnect box. PM-605.1

INTERIOR:

BLDG # 1

Unit 1434

Bathroom:

- C Repair or replace exhaust fan so that it functions as intended, loud. PM-603.1
- C Repair the surface of the ceiling to be free of holes, cracks, peeling paint and sagging materials. PM-304.3

Unit 1436

Living Room:

- C Repair the broken handle on the sliding glass door. PM-303.15

Unit 1446

Balcony:

- C Replace the deteriorated siding on the wall of the storage shed. PM-303.6

Unit 1442

Bathroom:

- C Determine the source and eliminate the water leak, under the sink. PM-504.1

Unit 1416

Hallway:

- C Replace the missing smoke detector. If the missing smoke detector was hard wired it must be replaced with a hard wired model. PM-704.1

Laundry Closet:

- C Connect the dryer exhaust so that it vents to the exterior of the building envelope. PM-403.5

Unit 1430

Kitchen:

- C Repair the garbage disposal to function as intended, stuck. PM-603.1

Unit 1424

Kitchen:

C Mount the fire extinguisher on the wall. A minimum 1A 10BC classification fire extinguisher shall be **mounted in a visible, accessible location, in or adjacent to the kitchen, away from the range, and in the path of egress.** The securing mechanism must be no more than 5 feet above the floor. PM-704.3.

Unit 1406

Bathroom:

C Properly repair the sink drain to function as intended, slow. PM-504.1

Unit 1412

Bathroom:

C Properly repair the sink drain to function as intended, slow. PM-504.1

Unit 1410

Living Room:

C Repair the sliding glass door to open easily. PM-303.15

Kitchen:

C Mount the fire extinguisher on the wall. A minimum 1A 10BC classification fire extinguisher shall be **mounted in a visible, accessible location, in or adjacent to the kitchen, away from the range, and in the path of egress.** The securing mechanism must be no more than 5 feet above the floor. PM-704.3.

Unit 1408

Bathroom:

C Determine the source and eliminate the water leak, under the sink. PM-504.1

BLDG # 3

Unit 1300

Hall Bath:

C Determine the source and eliminate the water leak, under the sink. PM-504.1

Unit 1304

Master Bath:

MC Replace the defective GFCI, won't trip. PM-605.1

Unit 1306

Master Bath:

C Properly repair the sink drain to function as intended, slow. PM-504.1

Unit 1310

Bathroom:

C Determine the source and eliminate the water leak, under the sink. PM-504.1

Unit 1308

Bathroom:

C Clean and service the exhaust fan so that it functions as intended. PM-603.1

Water Heater Closet:

Temperature/pressure relief (TPR) valve discharge tubes:

- shall not be reduced in size from the valve outlet
- shall be rigid galvanized, rigid copper, or any CPVC pipe
- shall not have a threaded discharge end
- drain by gravity
- shall have a minimum 1" air gap where discharging into a sanitary drain, or an approved air break
- shall extend to within 6" of floor. PM-505.4

Unit 1312

Kitchen:

N/C Replace the defective GFCI to the left of the sink. PM-605.1

Common Hallway:

C Replace the damaged interior door on the second level, west end of hallway. PM-304.6

Unit 1322

Bathroom:

C Replace the loud exhaust fan. PM-603.1

C Secure the toilet to its mountings. PM-504.1

2nd Bedroom:

C Replace the damaged door. PM-304.6

Unit 1320

Balcony:

C Secure the handrail so it is capable of withstanding normally imposed loads. PM-303.12 (exterior) & PM-304.5 (interior)

Bathroom:

N/C Properly repair the toilet not to run constantly. PM-504.1

Unit 1318

Living Room:

C Replace the missing protective cover for the light fixture. PM-605.1

Kitchen:

C Tighten both of the loose GFCI receptacles, to the left and right of the sink. PM-605.1

C 1st Bedroom:
Replace the defective receptacle on the north wall. PM-605.1

C Unit 1316
1st Bedroom:
Repair the window to unlatch properly, latches are stiff, difficult to open. PM-303.13.2

C Unit 1326
Hallway:
Repair/replace the worn carpet. PM-304.3

C Water Heater Closet:
Re-attach the loose vent cover on the door. PM-304.6

C Master Bath:
Properly repair the sink drain to function as intended, slow. PM-504.1

C Hall bath:
Properly repair the sink drain to function as intended, slow. PM-504.1

C Unit 1324
Kitchen:
Replace the defective GFCI to the right of the sink, won't trip. PM-605.1

C Hall Bath:
Repair/replace the loud exhaust fan. PM-603.1

C Properly repair or replace loose, curled, damaged, or missing floor covering. PM-304.4

C Unit 1330
Kitchen:
Replace the defective GFCI to the right of the sink, won't trip. PM-605.1

C **BLDG # 7**
UNIT 1105 – TENANT VIOLATION – HOUSEKEEPING

Every occupant of a structure or part thereof shall keep that structure or part thereof which the tenant occupies, controls or uses in a clean and sanitary condition. PM-304.1.

TENANT VIOLATION:

- C ☞ Reduce the amount of clutter to an average and manageable amount for a single adult. PM-304.1
- C ☞ A safe, continuous and unobstructed path of travel shall be provided from any point in a building or structure to the exterior. Remove clutter that is obstructing access to all ingress & egress areas in a manner that will provide a minimum 36 inch wide path of travel. PM-702.1

- C
- ☞ Provide clear and unobstructed access to all cooking, cleaning, and or sanitary facilities and fixtures. This includes but is not limited to kitchen sink and surrounding area, cooking facilities, and bathroom or sanitary fixtures/areas. All plumbing fixtures shall be maintained in a safe, sanitary and functional condition. PM-504.1
 - ☞ Tenant(s) must remove or rearrange items in a manner that allows the inspector access to all items and areas subject to inspection in regards to the City of Bloomington Property Maintenance Code. This includes but is not limited to all windows, doors, electrical receptacles and appliances, mechanical appliances, plumbing facilities, and attic/basement areas. PM-104.4
 - ☞ Clean and sanitize entire unit. PM-304.1

C Remove all stains splattered on walls, pick up clutter, sweep and mop floors, clean and sanitize carpet extensively.

C Kitchen:

Repair the loose faucet handle. PM-504.1

C Water Heater Closet:

Replace the missing doorknob. PM-304.6

C Master Bedroom:

Replace the damaged trim inside the doorway. PM-304.6

C Interior walls shall be free of holes, cracks, peeling paint and deteriorated drywall/plaster, south wall. PM-304.3

Unit 1107

C Master Bath:

Properly repair the sink to function as intended, slow. PM-504.1

Unit 1103

C Living Room:

Repair the sliding glass door to open easily. PM-303.15

C Master Bath:

Interior walls shall be free of holes, cracks, peeling paint and deteriorated drywall/plaster, south wall. PM-304.3

C Hall Bath:

Replace the broken light switches. PM-605.1

Properly repair the sink to function as intended, slow. PM-504.1

C Unit 1117 – Electricity is turned off at the time of cycle inspection, will check at re-inspection.
No other violations cited.

Unit 1119

Master Bath:

Tighten the loose GFCI receptacle. PM-605.1

Unit 1115

Balcony:

Secure the handrail so it is capable of withstanding normally imposed loads. PM-303.12 (exterior) & PM-304.5 (interior)

Repair the floor of balcony, hand drive the nails that are sticking up. PM-303.10

Unit 1117

Living Room:

Repair the sliding glass door to open easily. PM-303.15

Kitchen:

Replace the discharged fire extinguisher. PM-704.3

Unit 1127

Bath:

Properly repair the sink to function as intended, slow. PM-504.1

UNIT 1129

Living Room:

Repair the sliding glass door to open easily. PM-303.15

Unit 1123

Finish the turn over of unit, will check at re-inspection.

Unit 1133

Balcony:

Secure the handrail so it is capable of withstanding normally imposed loads. PM-303.12 (exterior) & PM-304.5 (interior)

Kitchen:

Replace the discharged fire extinguisher. PM-704.3

Unit 1135

Balcony:

Secure the handrail so it is capable of withstanding normally imposed loads. PM-303.12 (exterior) & PM-304.5 (interior)

Bedroom:

C Repair the window to be weather tight. The sashes shall fit snugly and properly within the frame. Replace any missing or deteriorated glazing compound. Windows shall be easily and fully openable and shall remain fully open using hardware that is part of the window. PM-303.13, PM-303.13.2

Unit 1151

Bath:

C Properly repair the sink to function as intended, slow. PM-504.1

Unit 1143

Bath:

N/C Repair/replace the loud exhaust fan. PM-603.1

Unit 1141

1st Bedroom:

C Rearrange furniture in a manner that does not block or hinder access to emergency egress window. PM-102.3 & PM-702.4

Unit 1157

Balcony:

C Secure the handrail so it is capable of withstanding normally imposed loads. PM-303.12 (exterior) & PM-304.5 (interior)

Bath:

C Replace the missing sink stopper assembly. PM-504.1

Unit 1153

Balcony:

C Secure the handrail so it is capable of withstanding normally imposed loads. PM-303.12 (exterior) & PM-304.5 (interior)

Living Room:

C Repair the sliding glass door to open easily. PM-303.15

BLDG 10

Unit 947

2nd Bedroom:

C Rearrange furniture in a manner that does not block or hinder access to emergency egress window. PM-102.3 & PM-702.4

Unit 945

Kitchen:

C Replace the discharged fire extinguisher. PM-704.3

Unit 951

Kitchen:

Replace the discharged fire extinguisher. PM-704.3

Unit 943

1st Bedroom:

Every window shall be capable of being easily opened and held in position by its own hardware. PM-303.13.2

Unit 941

Kitchen:

Replace the discharged fire extinguisher. PM-704.3

Unit 959

Kitchen:

A minimum 1A 10BC classification fire extinguisher shall be **mounted in a visible, accessible location, in or adjacent to the kitchen, away from the range, and in the path of egress.** The securing mechanism must be no more than 5 feet above the floor. PM-704.3.

2nd Bedroom:

Replace the missing receptacle cover plate on the south wall. PM-605.1

Unit 957

Balcony:

Secure the handrail so it is capable of withstanding normally imposed loads. PM-303.12 (exterior) & PM-304.5 (interior)

1st Bedroom:

Repair/replace the worn carpet. PM-304.3

2nd Bedroom:

Repair/replace the worn carpet. PM-304.3

Unit 955

Balcony:

Replace the deteriorated flooring. PM-304.4

Unit 953

Balcony:

Replace the deteriorated wood for the handrail. PM-303.12

Kitchen:

Repair/replace the non functioning garbage disposal, and install a romax connector at base of garbage disposal. PM-504.1

Unit 933 – TENANT VIOLATION- HOUSEKEEPING

Every occupant of a structure or part thereof shall keep that structure or part thereof which the tenant occupies, controls or uses in a clean and sanitary condition. PM-304.1.

TENANT VIOLATION:

- ☞ Reduce the amount of clutter to an average and manageable amount for a single adult. PM-304.1
- ☞ A safe, continuous and unobstructed path of travel shall be provided from any point in a building or structure to the exterior. Remove clutter that is obstructing access to all ingress & egress areas in a manner that will provide a minimum 36 inch wide path of travel. PM-702.1
- ☞ Provide clear and unobstructed access to all cooking, cleaning, and or sanitary facilities and fixtures. This includes but is not limited to kitchen sink and surrounding area, cooking facilities, and bathroom or sanitary fixtures/areas. All plumbing fixtures shall be maintained in a safe, sanitary and functional condition. PM-504.1
- ☞ Tenant(s) must remove or rearrange items in a manner that allows the inspector access to all items and areas subject to inspection in regards to the City of Bloomington Property Maintenance Code. This includes but is not limited to all windows, doors, electrical receptacles and appliances, mechanical appliances, plumbing facilities, and attic/basement areas. PM-104.4
- ☞ Clean and sanitize entire unit. PM-304.1

Remove all clutter, clean and sanitize carpet extensively.

Unit 935

Hallway:

Replace the missing smoke detector. If the missing smoke detector was hard wired it must be replaced with a hard wired model. PM-704.1

Kitchen:

Replace the discharged fire extinguisher. PM-704.3

BLDG # 2

Unit 1401 – No Access, dog: Will check at re-inspection.

HALL BATH - EX/FAN STUCK

Unit 1403

Kitchen:

Replace the discharged fire extinguisher. PM-704.3

Upper Level Common Hallway:

Repair the damaged door on the east end of hallway. PM-304.6

Unit 1415

Bedroom:

C Repair the window to be weather tight. The sashes shall fit snugly and properly within the frame. Replace any missing or deteriorated glazing compound. Windows shall be easily and fully openable and shall remain fully open using hardware that is part of the window. PM-303.13, PM-303.13.2

Unit 1423

Bathroom:

C Properly repair the sink faucet to eliminate the constant dripping. PM-504.1

C Interior walls shall be free of holes, cracks, peeling paint and deteriorated drywall/plaster, adjacent to tub. PM-304.3

Unit 1425

Bathroom:

C Repair or replace exhaust fan so that it functions as intended. PM-603.1

Unit 1427

Bedroom:

C Rearrange furniture in a manner that does not block or hinder access to emergency egress window. PM-102.3 & PM-702.4

Unit 1429

Bathroom:

C Repair or replace exhaust fan so that it functions as intended. PM-603.1

Unit 1431

Kitchen:

C A minimum 1A 10BC classification fire extinguisher shall be **mounted in a visible, accessible location, in or adjacent to the kitchen, away from the range, and in the path of egress.** The securing mechanism must be no more than 5 feet above the floor. PM-704.3.

Unit 1433

Bedroom:

C Every window shall be capable of being easily opened and held in position by its own hardware. PM-303.13.2

Bathroom:

C Replace the defective GFCI receptacle. PM-605.1

Hallway:

C Provide operating power to smoke detector. PM-704.1

BLDG # 4

Unit 1333

Bedroom:

Every window shall be capable of being easily opened and held in position by its own hardware. PM-303.13.2

Unit 1337 – TENANT VIOLATION – HOUSEKEEPING

TENANT VIOLATION:

- ☞ Reduce the amount of clutter to an average and manageable amount for a single adult. PM-304.1
- ☞ A safe, continuous and unobstructed path of travel shall be provided from any point in a building or structure to the exterior. Remove clutter that is obstructing access to all ingress & egress areas in a manner that will provide a minimum 36 inch wide path of travel. PM-702.1
- ☞ Provide clear and unobstructed access to all cooking, cleaning, and or sanitary facilities and fixtures. This includes but is not limited to kitchen sink and surrounding area, cooking facilities, and bathroom or sanitary fixtures/areas. All plumbing fixtures shall be maintained in a safe, sanitary and functional condition. PM-504.1
- ☞ Tenant(s) must remove or rearrange items in a manner that allows the inspector access to all items and areas subject to inspection in regards to the City of Bloomington Property Maintenance Code. This includes but is not limited to all windows, doors, electrical receptacles and appliances, mechanical appliances, plumbing facilities, and attic/basement areas. PM-104.4
- ☞ Clean and sanitize entire unit. PM-304.1

Bedroom:

Rearrange furniture in a manner that does not block or hinder access to emergency egress window. PM-102.3 & PM-702.4

Unit 1341

Kitchen:

A minimum 1A 10BC classification fire extinguisher shall be **mounted in a visible, accessible location, in or adjacent to the kitchen, away from the range, and in the path of egress.** The securing mechanism must be no more than 5 feet above the floor. PM-704.3.

Unit 1349

1st Bedroom:

Rearrange furniture in a manner that does not block or hinder access to emergency egress window. PM-102.3 & PM-702.4

2nd Bedroom:

Rearrange furniture in a manner that does not block or hinder access to emergency egress window. PM-102.3 & PM-702.4

Unit 1351

Kitchen:

A minimum **1A 10BC** classification fire extinguisher shall be **mounted in a visible, accessible location, in or adjacent to the kitchen, away from the range, and in the path of egress.** The securing mechanism must be no more than 5 feet above the floor. PM-704.3.

1st Bedroom:

Every window shall be capable of being easily opened and held in position by its own hardware. PM-303.13.2

2nd Bedroom:

Every window shall be capable of being easily opened and held in position by its own hardware. PM-303.13.2

Unit 1353

Kitchen:

Repair/replace the defective garbage disposal. PM-504.1

Unit 1369

Bathroom:

Properly repair the sink faucet to eliminate the constant dripping. PM-504.1

Replace the defective GFCI receptacle. PM-605.1

BLDG # 5

Unit 1301

Kitchen:

A minimum **1A 10BC** classification fire extinguisher shall be **mounted in a visible, accessible location, in or adjacent to the kitchen, away from the range, and in the path of egress.** The securing mechanism must be no more than 5 feet above the floor. PM-704.3.

Hallway:

Replace the missing smoke detector. If the missing smoke detector was hard wired it must be replaced with a hard wired model. PM-704.1

Bedroom:

Replace the damaged door. PM- 304.6

Unit 1307

Furnace Closet:

Thoroughly clean and service the furnace and closet. Documentation from a professional HVAC contractor for this service is acceptable and encouraged. PM-603.1

Unit 1313

Kitchen:

Properly repair the sink faucet to eliminate the constant dripping. PM-504.1

Repair/replace the defective garbage disposal. PM-504.1

Unit 1309

Kitchen:

Repair the clogged garbage disposal. PM-504.1

Unit 1317

Master Bedroom:

Replace the missing protective cover for the light fixture. PM-605.1

Unit 1319

Kitchen:

Secure the cabinets to the wall, separation. PM-304.3

Bedroom:

Rearrange furniture in a manner that does not block or hinder access to emergency egress window. PM-102.3 & PM-702.4

Unit 1331

Kitchen:

A minimum **1A 10BC** classification fire extinguisher shall be **mounted in a visible, accessible location, in or adjacent to the kitchen, away from the range, and in the path of egress.** The securing mechanism must be no more than 5 feet above the floor. PM-704.3.

Hallway:

Provide operating power to smoke detector. PM-704.1

Master Bedroom:

Every window shall be capable of being easily opened and held in position by its own hardware. PM-303.13.2

Unit 1329

Kitchen:

Fire extinguisher mounted too high. A minimum **1A 10BC** classification fire extinguisher shall be **mounted in a visible, accessible location, in or adjacent to the kitchen, away from the range, and in the path of egress.** The securing mechanism must be no more than **5 feet above the floor, at the clasp.** PM-704.3.

Master Bedroom:

Rearrange furniture in a manner that does not block or hinder access to emergency egress window. PM-102.3 & PM-702.4

BLDG # 6

Unit 1203

Kitchen:

C A minimum **1A 10BC** classification fire extinguisher shall be **mounted in a visible, accessible location, in or adjacent to the kitchen, away from the range, and in the path of egress.** The securing mechanism must be no more than 5 feet above the floor. PM-704.3.

Unit 1209

Hallway:

C Replace the missing smoke detector. If the missing smoke detector was hard wired it must be replaced with a hard wired model. PM-704.1

Unit 1219

Kitchen:

C A minimum **1A 10BC** classification fire extinguisher shall be **mounted in a visible, accessible location, in or adjacent to the kitchen, away from the range, and in the path of egress.** The securing mechanism must be no more than 5 feet above the floor. PM-704.3.

C Repair/replace the non functioning garbage disposal. PM-504.1

Unit 1217

C Once the interior painting is complete all light globes, cover plates and switch plates shall be reinstalled. PM-605.1

Kitchen:

C A minimum **1A 10BC** classification fire extinguisher shall be **mounted in a visible, accessible location, in or adjacent to the kitchen, away from the range, and in the path of egress.** The securing mechanism must be no more than 5 feet above the floor. PM-704.3.

Unit 1213

C No Access, will check at re-inspection.

Unit 1231

C Finish the turn over of unit, will check at re-inspection.

Unit 1225

Kitchen:

C Repair/replace the non functioning garbage disposal. PM-504.1

Unit 1227

Kitchen:

C Repair/replace the non functioning garbage disposal. PM-504.1

Unit 1233

Kitchen:

Repair/replace the non functioning garbage disposal. PM-504.1

Hallway:

Repair/replace the worn carpet. PM-304.3

Unit 1249

Kitchen:

Provide operating power to smoke detector. PM-704.1

Unit 1255

Master Bedroom Closet:

Repair the drywall above the doorway. PM-304.3

Unit 1257

Hallway:

Replace the missing protective cover for the light fixture. PM-605.1

BLDG # 9

Unit 920

Kitchen:

A minimum 1A 10BC classification fire extinguisher shall be **mounted in a visible, accessible location, in or adjacent to the kitchen, away from the range, and in the path of egress.** The securing mechanism must be no more than 5 feet above the floor. PM-704.3.

Unit 916

Master Bedroom:

Every window shall be capable of being easily opened and held in position by its own hardware. PM-303.13.2

Unit 900

No Access, will check at re-inspection.

Unit 906

Kitchen:

Repair/replace the non functioning garbage disposal. PM-504.1

Unit 914

Kitchen:

Repair/replace the non functioning garbage disposal. PM-504.1

Unit 932

Kitchen:

Repair/replace the non functioning garbage disposal. PM-504.1

Unit 944

Hallway:

Repair or replace existing smoke detector in a manner so that it functions as intended. PM-704.1

Unit 940

Kitchen:

Repair/replace the non functioning garbage disposal. PM-504.1

Bedroom:

Every window shall be capable of being easily opened and held in position by its own hardware. PM-303.13.2

Unit 909

Hall Bath:

Repair the toilet not to run constantly. PM-504.1

Unit 915 – TENANT VIOLATION - HOUSEKEEPING

Every occupant of a structure or part thereof shall keep that structure or part thereof which the tenant occupies, controls or uses in a clean and sanitary condition. PM-304.1.

TENANT VIOLATION:

- ☞ Reduce the amount of clutter to an average and manageable amount for a single adult. PM-304.1
- ☞ A safe, continuous and unobstructed path of travel shall be provided from any point in a building or structure to the exterior. Remove clutter that is obstructing access to all ingress & egress areas in a manner that will provide a minimum 36 inch wide path of travel. PM-702.1
- ☞ Provide clear and unobstructed access to all cooking, cleaning, and or sanitary facilities and fixtures. This includes but is not limited to kitchen sink and surrounding area, cooking facilities, and bathroom or sanitary fixtures/areas. All plumbing fixtures shall be maintained in a safe, sanitary and functional condition. PM-504.1
- ☞ Tenant(s) must remove or rearrange items in a manner that allows the inspector access to all items and areas subject to inspection in regards to the City of Bloomington Property Maintenance Code. This includes but is not limited to all windows, doors, electrical receptacles and appliances, mechanical appliances, plumbing facilities, and attic/basement areas. PM-104.4
- ☞ Clean and sanitize entire unit. PM-304.1

Clean entire carpet extensively, deodorize, and sanitize apartment.

Water Heater Closet:

Repair/replace the inoperable water heater to function as intended. PM-504.1

Unit 913

Master Bedroom:

Every window shall be capable of being easily opened and held in position by its own hardware. PM-303.13.2

Unit 931

Bathroom:

Remove the old caulking and install new caulking around the tub. PM-504.1

Unit 900

No access, will check at re-inspection.

BLDG # 8

Unit 1047

Master Bedroom:

Rearrange furniture in a manner that does not block or hinder access to emergency egress window. PM-102.3 & PM-702.4

Unit 1045

1st Bedroom:

Every window shall be capable of being easily opened and held in position by its own hardware. PM-303.13.2

Replace the damaged door, holes. PM-304.6

Unit 1049

Bathroom:

Properly repair sink drain to function as intended, slow. PM-504.1

Unit 1041

Finish turn – over of unit. Will check at re-inspection.

Unit 1057

Bathroom:

Replace the defective exhaust fan, sticks. PM-603.1

Unit 1055

Balcony:

Replace the split band board on the balcony. PM-303.4

Secure the handrail so it is capable of withstanding normally imposed loads. PM-303.12 (exterior) & PM-304.5 (interior)

Bathroom:

Properly repair the sink faucet to eliminate the constant dripping. PM-504.1

Unit 1053

Balcony:

C Replace the split band board on the balcony. PM-303.4

Kitchen:

C Tighten the loose GFCI receptacle. PM-605.1

Unit 1027

Bathroom:

C Replace the loud exhaust fan. PM-603.1

Unit 1031

Bathroom:

N/C Replace the defective GFCI, won't trip. PM-605.1

Unit 1023

Kitchen:

C Repair the garbage disposal to function as intended, stuck. PM-504.1

Utility Closet:

C Replace the torn dryer vent hose. PM-403.5

Unit 1021

Kitchen:

C Tighten the loose sink faucet. PM-504.1

Unit 1033

Balcony:

C Replace the deteriorated handrail. PM-303.12

N/C Replace the deteriorated flooring. PM-304.4

Unit 1007

Hall Bath:

C Replace the loud exhaust fan. PM-603.1

Unit 1009

Master Bedroom

N/C Rearrange furniture in a manner that does not block or hinder access to emergency egress window. PM-102.3 & PM-702.4

Master Bath:

N/C Properly repair the faucet to eliminate the constant dripping. PM-504.1

Unit 1001

Hall Bath:

Properly repair the faucet to eliminate the constant dripping. PM-504.1

Unit 1019

Hallway:

Replace the missing smoke detector. If the missing smoke detector was hard wired it must be replaced with a hard wired model. PM-704.1

Unit 1013:

Finish turn over.

*BALCONY - SECURE HANDRAIL, NAILS STICKING UP
MASTER BATH - SINK FAUCET DRIPS, DOOR TO LATCH
HALL BATH - SINK FAUCET HANDLE LOOSE*

Unit 1015

Finish turn over.

S/D TO FAZ

EXTERIOR:

All trees on premise shall be in good health and pose no danger to persons or building. Remove the dead trees adjacent to **BLDG. 6**, one on the north end and one on the south end of structure. PM-302.4.1

Replace the missing shingles on the roof of **BLDG # 10**. PM-303.7

Replace the missing fascia trim on the west end of **BLDG. # 8**. PM-303.7

Replace the missing siding near the electrical meters, west end of **BLDG. # 8**. PM-303.6

When issued, a copy of the new Rental Occupancy Permit shall be posted as required by BMC 16.12.080 (b): All rental units shall be required to have a current occupancy permit displayed in an accessible location inside the unit. The permit shall contain the name of the owner or his agent and the expiration date of the permit. BMC 16.12.080 (b)



City of Bloomington
H.A.N.D.

**Board of Housing Quality Appeals
Staff Report: Petition for Relief from an Administrative Decision**

Meeting Date: March 10, 2011

Petition Type: Relief from an administrative decision

Variance Request: Relief from requirement of being subjected to Property Maintenance Code.

Petition Number: 11-AA-24

Address: 1605 W. 7th St.

Petitioner: Steve Hogan

Inspector: Norman Mosier

Staff Report: 12 October 2010 Conducted cycle inspection
18 October 2010 Sent cycle report
6 January 2011 Sent Remaining Violations Report
24 January 2011 Received BHQA Appeal

The owner notified HAND that this property is occupied by the property owner's daughter, Kelly Hogan, and that she lives there alone. Utilities are in the name of Kelly Hogan and it appears from water usage that 1 person is residing in the property. 1-2 units monthly since 12 October 2006.

Staff recommendation: Approve the request as long as Kelly Hogan remains the sole occupant of the property.

Conditions: None.

Attachments: BHQA Appeal, Petitioner's Letter, Cycle Report, Remaining Violations Report.



**Application For Appeal
To The
Board of Housing Quality Appeals
P.O. Box 100
Bloomington, IN 47402
812-349-3420
hand@bloomington.in.gov**

RECEIVED
JAN 24 2011

Property Address: 1605 W 7th Street

BY:

Petitioner's Name: Steven R. Hogan

Address: 2801 N Walnut Street #7

City: Bloomington

State: Indiana

Zip Code: 47404

Phone Number: (812) 360-3743

E-mail Address: srhogan1972@gmail.com

Owner's Name: Steven R. Hogan

Address: 2801 N Walnut Street #7

City: Bloomington

State: Indiana

Zip Code: 47404

Phone Number: 812-360-3743

E-mail Address: srhogan1972@gmail.com

Occupants: Kelly Hogan

The following conditions must be found in each case in order for the Board to consider the request:

1. That the exception is consistent with the intent and purpose of the housing code and promotes public health, safety, and general welfare.
2. That the value of the area about the property to which the exception is to apply will not be adversely affected.

Identify the variance type that you are requesting from the following drop down menu:

Variance Type: _____

Reminder:

A \$20.00 filing fee must be submitted with the Appeal Application or the application will not be considered to be complete! A completed application has to be submitted prior to the meeting application deadline in order to be placed on that months agenda!

(Will be assigned by BHQA)

11-AA-24

Petition Number: _____

In the space provided below please write a brief narrative regarding your request. Be specific as to what you are requesting, the reason(s) or justification(s) for your request, the amount of time needed to bring the property into compliance, as well as any modifications and/or alterations you are suggesting. The following information must be included dependent upon the type of variance you are requesting:

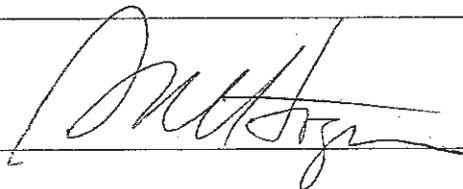
- A. An extension of time to complete repairs. (Petition type: TV)
 - 1. Specify the items that need the extension of time to complete.
 - 2. Explain why the extension is needed.
 - 3. Specify the time requested.
- B. A modification or exception to the Housing Property Maintenance Code. (Petition type: V)
 - 1. Specify the code reference number you are appealing.
 - 2. Detail why you are requesting the variance.
 - 3. Specify the modifications and or alterations you are suggesting.
- C. Relief from an administration decision. (Petition type: AA)
 - 1. Specify the decision being appealed and the relief you are seeking.
- D. Rescind a variance. (Petition type: RV)
 - 1. Detail the existing variance.
 - 2. Specify the reason the variance is no longer needed.

House is not a rental and has not been for three years. The house is occupied by my daughter Kelly A. Hogan. Kelly has been a student at IU and works at Upland. I listed this house as a rental originally when she did have a roommate who paid me rent. She is and has been the only occupant. She is responsible for utilities and maintenance.

Repair work requested by HAND will be completed regardless of whether or not it is a rental. Kelly does not want the trees next to the house removed and she is paying for the other repairs listed as quickly as she is able.

I am requesting that this house be taken off HAND's rental listings and that it be noted that it is occupied by the owner's immediate family or owner occupied. At what ever time it is to be rented again I will register it as such.

Thank you,
Steve Hogan

Signature (Required): 

Name (Print): Steven R. Hogan

Date: 1/21/11

Important information regarding this application format:

- 1. This form is designed to be filled out electronically, printed, then returned/submitted manually (e.g. postal mail).
- 2. This document may be saved on your computer for future use, however, any data that you have entered will not be saved.

Print Form



**City of Bloomington
Housing and Neighborhood Development**

JAN 06 2011

Remaining Violations Report

8695

OWNERS

HOGAN, STEVEN R.
2801 N. WALNUT STREET #7
BLOOMINGTON, IN 47404

Prop. Location: 1605 W 7TH ST
Date Inspected: 10/12/2010
Inspectors: Norman Mosier
Primary Heat Source: Gas
Property Zoning: RS
Number of Stories: 1

Number of Units/Structures: 1 / 1
Number of Bedrooms: 2
Max # of Occupants: 3
Foundation Type: Basement
Attic Access: No
Accessory Structure: Garage-Landlord Use

REINSPECTION REQUIRED

This report is your final notice from the Housing and Neighborhood Development Office that this rental property continues to be in violation of the Housing-Property Maintenance Code of Bloomington.

If you have made all of the repairs on this report, contact our office immediately to schedule the required re-inspection.

Failure to make repairs or to schedule the required re-inspection will result in this matter being referred to the City Legal Department. Legal action may be initiated against you under Section 16.12.100 of the Bloomington Municipal Code.

It is your responsibility to contact the Housing and Neighborhood Development Office to schedule the required re-inspection. Our mailing address and telephone number are listed below.

INTERIOR:

Living Room 13 x 12:

Properly install a weather strip on the entrance door to exclude rain as completely as possible, and to substantially exclude air infiltration. PM-303.13

Replace the broken window on the storm door. PM-303.13

Replace the damaged receptacle cover plate in floor at east wall. PM-605.1

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NW Bedroom 13-6 x 12-10:

Repair/replace the defective doorknob. PM-304.6

Properly ground the electrical receptacle on the east wall . If the receptacle is on an ungrounded system, it is acceptable to install a 2-pole, ungrounded receptacle, or a GFCI receptacle. PM-605.1

Existing Egress Window Measurements: Dbl Hung: Const. Yr. - 1920

Height: 29 inches

Width: 38 inches

Sill Height: 20 inches

Openable Area: 7.65 sq. ft.

Note: These measurements are for reference only. There is no violation of the emergency egress requirements.

Kitchen:

A minimum 1A 10BC classification fire extinguisher shall be **mounted in a visible, accessible location, in or adjacent to the kitchen, away from the range, and in the path of egress.** The securing mechanism must be no more than 5 feet above the floor. PM-704.3.

SE Bedroom 12-8 x 10-10:

Replace the broken window on the south wall. PM-303.13

Repair the door to fit the door jamb and to latch properly. PM-304.6

Existing Egress Window Measurements: Dbl Hung: Const. Yr. - 1920

Height: 29 inches

Width: 30 inches

Sill Height: 20 inches

Openable Area: 6.04 sq. ft.

Note: These measurements are for reference only. There is no violation of the emergency egress requirements.

Back Room:

Repair/ replace the damaged south door. PM-303.15

Install a register vent on the duct collar. PM-607.1

Bathroom:

Repair/replace the damaged cabinet doors, and replace the missing cabinet panels. PM-304.3

BASEMENT

Secure all of the hanging light fixtures to the electrical boxes. PM-605.1

Terminate the unused light switch and all associated wires. PM-605.1

Properly secure all support posts at the top and bottom to eliminate the possibility of movement. PM-304.2

EXTERIOR:

Clean debris from the roof, gutters and downspouts. PM-303.7

Trim all tree branches away from the siding and roofline to maintain a 3' clearance. PM-302.4.1

Seal all cracks on the exterior walls of the structure. PM-303.6

Seal the exterior door opening on the French doors of back room. PM-303.15

Secure the loose wiring above the French doors inside the electrical box adjacent to the roof overhang. PM-605.1

Remove all trees adjacent to the foundation. All trees on premises shall be in good health and pose no danger to persons or building. PM-302.4.1

Repair/replace the damaged west storm door on the front porch. PM-303.15

Replace the broken window on the west interior entry door on the front porch. PM-303.13

OTHER REQUIREMENTS:

Required documentation:

A completed copy of the Tenants and Owners Rights and Responsibilities Summary must be provided to this office or reviewed with the inspector within 60 days of the date of the inspection or a \$25.00 fine will be levied. BMC 16.12.050 (d)

Required documentation:

The owner or his agent shall contact the tenant and arrange a joint inspection of the premises to occur within ten days of the tenant's occupancy of the rental unit. The owner or his agent and the tenant shall at that time jointly complete an inventory and damage list, and this shall be signed by all parties to the tenancy agreement. Duplicate copies of the inventory and damage list shall be retained by all parties and shall be deemed a part of the tenancy agreement. **A completed copy of the Inventory & Damage List must be provided to the office or reviewed with the inspector within 60 days of the date of the inspection or a \$25.00 fine will be levied. BMC16.12.040**

When issued, a copy of the new Rental Occupancy Permit shall be posted as required by BMC 16.12.080 (b): All rental units shall be required to have a current occupancy permit displayed in an accessible location inside the unit. The permit shall contain the name of the owner or his agent and the expiration date of the permit. BMC 16.12.080 (b)



City of Bloomington
Housing and Neighborhood Development

Cycle Report

8695

OWNERS

HOGAN, STEVEN R.
2801 N. WALNUT STREET #7
BLOOMINGTON, IN 47404

Prop. Location: 1605 W 7TH ST
Date Inspected: 10/12/2010
Inspectors: Norman Mosier
Primary Heat Source: Gas
Property Zoning: RS
Number of Stories: 1

Number of Units/Structures: 1 / 1
Number of Bedrooms: 2
Max # of Occupants: 3
Foundation Type: Basement
Attic Access: No
Accessory Structure: Garage-Landlord Use

INTERIOR:

Living Room 13 x 12:

Properly install a weather strip on the entrance door to exclude rain as completely as possible, and to substantially exclude air infiltration. PM-303.13

Replace the broken window on the storm door. PM-303.13

Replace the damaged receptacle cover plate in floor at east wall. PM-605.1

NW Bedroom 13-6 x 12-10:

Repair/replace the defective doorknob. PM-304.6

Properly ground the electrical receptacle on the east wall . If the receptacle is on an ungrounded system, it is acceptable to install a 2-pole, ungrounded receptacle, or a GFCI receptacle. PM-605.1

Existing Egress Window Measurements: Dbl Hung: Const. Yr. - 1920

Height: 29 inches

Width: 38 inches

Sill Height: 20 inches

Openable Area: 7.65 sq. ft.

Note: These measurements are for reference only. There is no violation of the emergency egress requirements.

61

Kitchen:

A minimum 1A 10BC classification fire extinguisher shall be **mounted in a visible, accessible location, in or adjacent to the kitchen, away from the range, and in the path of egress.** The securing mechanism must be no more than 5 feet above the floor. PM-704.3.

SE Bedroom 12-8 x 10-10:

Replace the broken window on the south wall. PM-303.13

Repair the door to fit the door jamb and to latch properly. PM-304.6

Existing Egress Window Measurements: Dbl Hung: Const. Yr. - 1920

Height: 29 inches

Width: 30 inches

Sill Height: 20 inches

Openable Area: 6.04 sq. ft.

Note: These measurements are for reference only. There is no violation of the emergency egress requirements.

Back Room:

Repair/replace the damaged south door. PM-303.15

Install a register vent on the duct collar. PM-607.1

Bathroom:

Repair/replace the damaged cabinet doors, and replace the missing cabinet panels. PM-304.3

BASEMENT

Secure all of the hanging light fixtures to the electrical boxes. PM-605.1

Terminate the unused light switch and all associated wires. PM-605.1

Properly secure all support posts at the top and bottom to eliminate the possibility of movement. PM-304.2

EXTERIOR:

Clean debris from the roof, gutters and downspouts. PM-303.7

Trim all tree branches away from the siding and roofline to maintain a 3' clearance. PM-302.4.1

Seal all cracks on the exterior walls of the structure. PM-303.6

Seal the exterior door opening on the French doors of back room. PM-303.15

Secure the loose wiring above the French doors inside the electrical box adjacent to the roof overhang. PM-605.1

Remove all trees adjacent to the foundation. All trees on premises shall be in good health and pose no danger to persons or building. PM-302.4.1

Repair/replace the damaged west storm door on the front porch. PM-303.15

Replace the broken window on the west interior entry door on the front porch. PM-303.13

OTHER REQUIREMENTS:

Required documentation:

A completed copy of the Tenants and Owners Rights and Responsibilities Summary must be provided to this office or reviewed with the inspector within 60 days of the date of the inspection or a \$25.00 fine will be levied. BMC 16.12.050 (d)

Required documentation:

The owner or his agent shall contact the tenant and arrange a joint inspection of the premises to occur within ten days of the tenant's occupancy of the rental unit. The owner or his agent and the tenant shall at that time jointly complete an inventory and damage list, and this shall be signed by all parties to the tenancy agreement. Duplicate copies of the inventory and damage list shall be retained by all parties and shall be deemed a part of the tenancy agreement. **A completed copy of the Inventory & Damage List must be provided to the office or reviewed with the inspector within 60 days of the date of the inspection or a \$25.00 fine will be levied. BMC16.12.040**

When issued, a copy of the new Rental Occupancy Permit shall be posted as required by BMC 16.12.080 (b): All rental units shall be required to have a current occupancy permit displayed in an accessible location inside the unit. The permit shall contain the name of the owner or his agent and the expiration date of the permit. BMC 16.12.080 (b)



City of Bloomington
H.A.N.D.

**Board of Housing Quality Appeals
Staff Report: Petition to Rescind Variance**

Meeting Date: 09 March 2011
Petition Type: Rescind a Variance
Petition Number: 11-RV-025
Address: 326 N. Jefferson St.
Petitioner: HAND
Inspector: Michael Arnold
Staff Report: 20 December 2010 Cycle Inspection
20 January 2010 Rescind Variance

During the cycle inspection it was noted that the unit had been remodeled and the bathroom ventilation requirements are now in compliance.

Staff Recommendation: Rescind the variance
Conditions: None
Attachments: Application

Handwritten initials, possibly 'JL', in the bottom left corner.



Application for Appeal
 To The
 Board of Housing Quality Appeals
 P.O. Box 100
 Bloomington, IN 47402
 812-349-3420

Petitioner's Name: HAND

Petitioner's Address & Phone Number: _____

Owner's Name: Spinsky & Howard

Owner's Address & Phone Number: PO Box 133

Address of Property: 326 N JEFFERSON ST

Occupant(s) Name(s): _____

- The following conditions must be found in each case in order for the Board to consider the request:
1. That the value of the area about the property to which the exception is to apply will not be adversely affected.
 2. That the exception is consistent with the intent and purpose of the housing code and promotes public health, safety, and general welfare.

Identify the variance type that you are requesting from the following list and attach the required information.

- A. An extension of time to complete repairs. (Petition type: TV)
 - ↳ Specify the items that need the extension of time to complete
 - ↳ Explain why the extension is needed
 - ↳ Specify the time requested
- B. A modification or exception to the Housing Property Maintenance Code. (Petition type: V)
 - ↳ Specify the code reference number you are appealing
 - ↳ Detail why you are requesting the variance
 - ↳ Specify the modifications and or alterations you are suggesting
- C. Relief from an administration decision. (Petition type: AA)
 - ↳ Specify the decision being appealed and the relief you are seeking
- D. Rescind a variance. (Petition type: RV)
 - ↳ Detail the existing variance
 - ↳ Specify the reason the variance is no longer needed

I certify that all information submitted with this request is correct and I have enclosed the \$20.00 filing fee.

Signature: _____

Name (print): _____

11-RV-25
 Petition Number: _____

(Please use the reverse side for further explanation and/or request).



Application for Appeal
To The
Board of Housing Quality Appeals
P.O. Box 100
Bloomington, IN 47402
812-349-3420

Please write a brief narrative in the space provided below. Be specific as to what you are requesting, the reason(s) or justification(s) for your request, the amount of time needed to bring the property into compliance, as well as any modifications and/or alterations you are suggesting.)

*All in compliance No longer
needs the variance.*

Signature: _____ Date: _____



City of Bloomington
H.A.N.D.

**Board of Housing Quality Appeals
Staff Report: Petition for Variance**

Meeting Date: March 9, 2011
Petition Type: A modification or exception to the Property Maintenance Code
Petition Number: 11-TV-26
Address: 305 E. 18th Street
Petitioner: John Stevens
Inspector: Jo Stong
Staff Report: January 4, 2011: Conducted cycle inspection
January 11, 2011: Cycle report mailed
January 19, 2011: Received appeal

During a cycle inspection it was noted that the ceiling in the recently remodeled basement did not meet minimum height requirements. The existing ceiling height is 6' 8". The required height is 7'. The petitioner is requesting a variance for the ceiling height, and also to not be limited to a three-year permit. Following discussions with staff and Monroe County Building Commissioner Jim Gerstbauer, the petition was changed by the HAND Department to a request for an extension of time: It is likely that the petitioner will need to go to the State for a variance.

The HAND Department emailed the State regarding this matter on February 25 but has not yet received a response.

Staff recommendation: Grant the request for an extension of time
Conditions: None
Compliance Deadline: May 9, 2011
Attachments: Application for Appeal, Cycle Report



**Application For Appeal
To The
Board of Housing Quality Appeals
P.O. Box 100
Bloomington, IN 47402
812-349-3420
hand@bloomington.in.gov**

Property Address: 305 East 18th Street Bloomington Indiana 47408

Petitioner's Name: John Stevens

Address: 1732 Durham Dr

City: Bloomington

State: Indiana

Zip Code: 47401

Phone Number: 8123279318

E-mail Address: johnstevensone@gmail.com

Owner's Name: John Stevens

Address: 1732 Durham Drive

City: Bloomington

State: Indiana

Zip Code: 47401

Phone Number: 8123313200

E-mail Address: johnstevensone@gmail.com

Occupants: 4 ~ 5

The following conditions must be found in each case in order for the Board to consider the request:

1. That the exception is consistent with the intent and purpose of the housing code and promotes public health, safety, and general welfare.
2. That the value of the area about the property to which the exception is to apply will not be adversely affected.

Identify the variance type that you are requesting from the following drop down menu:

Variance Type: A modification or exception to the Housing Property Maintenance Code. (Petition Type: V)

Reminder:

A \$20.00 filing fee must be submitted with the Appeal Application or the application will not be considered to be complete! A completed application has to be submitted prior to the meeting application deadline in order to be placed on that months agenda!

(Will be assigned by BHQA)

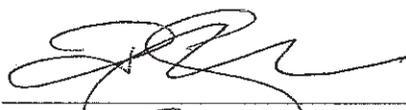
11-V-26

Petition Number: _____

In the space provided below please write a brief narrative regarding your request. Be specific as to what you are requesting, the reason(s) or justification(s) for your request, the amount of time needed to bring the property into compliance, as well as any modifications and/or alterations you are suggesting. The following information must be included dependent upon the type of variance you are requesting:

- A. An extension of time to complete repairs. (Petition type: TV)
 - 1. Specify the items that need the extension of time to complete.
 - 2. Explain why the extension is needed.
 - 3. Specify the time requested.
- B. A modification or exception to the Housing Property Maintenance Code. (Petition type: V)
 - 1. Specify the code reference number you are appealing.
 - 2. Detail why you are requesting the variance.
 - 3. Specify the modifications and or alterations you are suggesting.
- C. Relief from an administration decision. (Petition type: AA)
 - 1. Specify the decision being appealed and the relief you are seeking.
- D. Rescind a variance. (Petition type: RV)
 - 1. Detail the existing variance.
 - 2. Specify the reason the variance is no longer needed.

I am asking for a modification or exception to the Housing Property Maintenance Code 1. Code number being appealed is PM-404.3 2. I am requesting the variance for code number PM-404.3 because the building department has approved the remodeled area for occupancy. The plans that I submitted for the remodel were approved even with the 80 inch ceiling height being noted on the plan. I made significant additional investment to the basement bedroom improvements by installing egress doors in each bedroom instead of windows to make sure there were safe exits in case of emergency. I also installed interconnected fire and smoke detectors for safety purposes. I updated the electrical panel, installed all new plumbing, water heater, sump pump, furnace and air conditioner as well. 3. I also request that there be no time limitations set for variance I am requesting for ceiling height (PM - 404.3) for 305 E 18th Street Bloomington Indiana 47401.

Signature (Required): 

Name (Print): John Stevens Date: 7/18/11

Important information regarding this application format:

- 1. This form is designed to be filled out electronically, printed, then returned/submitted manually (e.g. postal mail).
- 2. This document may be saved on your computer for future use, however, any data that you have entered will not be saved.

Print Form



**City of Bloomington
Housing and Neighborhood Development**

Cycle Report

4033

OWNERS

STEVENS, JOHN J.
1732 DURHAM DRIVE
BLOOMINGTON, IN 47401

Prop. Location: 305 E 18TH ST
Date Inspected: 01/04/2011
Inspectors: Jo Stong
Primary Heat Source: Gas
Property Zoning: RH
Number of Stories: 1

Number of Units/Structures: 1 / 1
Number of Bedrooms: 4
Max # of Occupants: 5
Foundation Type: Basement
Attic Access: No
Accessory Structure: None

INTERIOR:

Living Room (20-0 x 11-6):
No violations noted.

Kitchen (15-0 x 10-4):
No violations noted.

Southeast Bedroom (11-5 x 11-3):
No violations noted.

Existing Egress Window Measurements (double-hung; both sashes removable):
Height: 52 inches
Width: 26 ½ inches
Sill Height: 31 inches
Openable Area: 9.56 sq. ft.

Note: These measurements are for reference only. There is no violation of the emergency egress requirements.

70

Bathroom:

No violations noted.

Northeast Bedroom (11-4 x 10-7):

No violations noted.

Note: Egress window measurements are the same as in the southeast bedroom.

BASEMENT

General Violation:

The ceiling height in the basement does not meet minimum ceiling height requirements. Use of this room as habitable space shall be contingent upon securing a variance to the Property Maintenance Code from the Board of Housing Quality Appeals (BHQA).

Existing measurements: 6 feet 8 inches

Required: 7 feet

PM-404.3

Living Room (27-1 x 12-1):

No violations noted.

Note: Furnace and water heater are new as of recent upgrade.

Northwest Bedroom (12-3 x 10-2):

No violations noted.

Note: A door leading directly to the exterior serves as the emergency egress for this sleeping room.

Southwest Bedroom (11-9 x 9-8):

No violations noted.

Note: A door leading directly to the exterior serves as the emergency egress for this sleeping room.

Bathroom:

No violations noted.

EXTERIOR:

No violations noted.

OTHER REQUIREMENTS:

Required documentation:

A completed copy of the Tenants & Owners Rights and Responsibilities Summary must be provided to the office or reviewed with the inspector within 60 days of the date of the inspection or a \$25.00 fine will be levied. BMC16.12.050 (d).

Required documentation:

The owner or his agent shall contact the tenant and arrange a joint inspection of the premises to occur within ten days of the tenant's occupancy of the rental unit. The owner or his agent and the tenant shall at that time jointly complete an inventory and damage list, and this shall be signed by all parties to the tenancy agreement. Duplicate copies of the inventory and damage list shall be retained by all parties and shall be deemed a part of the tenancy agreement. A completed copy of the Inventory & Damage List must be provided to the office or reviewed with the inspector within 60 days of the date of the inspection **or a \$25.00 fine will be levied. BMC16.12.040**

When issued, a copy of the new Rental Occupancy Permit shall be posted as required by BMC 16.12.080 (b): All rental units shall be required to have a current occupancy permit displayed in an accessible location inside the unit. The permit shall contain the name of the owner or his agent and the expiration date of the permit. BMC 16.12.080 (b)

Thank you for your cooperation in the Residential Rental Occupancy Permit Program.



City of Bloomington
H.A.N.D.

**Board of Housing Quality Appeals
Staff Report: Petition for Extension of Time**

Meeting Date: March 9, 2011
Petition Type: An extension of time to complete repairs
Petition Number: 11-TV-27
Address: 589 E. Graham Place
Petitioner: Kevin Young
Inspector: Jo Stong
Staff Report: December 1, 2010: Conducted cycle inspection
December 3, 2010: Sent cycle report
January 19, 2011: Received appeal

During a cycle inspection several violations of the Property Maintenance Code were noted, including windows that did not meet egress requirements at the time the building was constructed. The petitioner is seeking an extension of time until May 1, 2011 to replace the windows.

Staff recommendation: Grant the extension of time.

Conditions: All repairs must be completed and re-inspected no later than the deadline stated below, or this case will be turned over to the City of Bloomington Legal Department for further action including the possibility of fines.

Compliance Deadline: March 31, 2011 for all repairs other than windows
May 9, 2011 for egress window replacement

Attachments: Application for appeal, cycle report



Application For Appeal
To The
Board of Housing Quality Appeals
P.O. Box 100
Bloomington, IN 47402
812-349-3420
hand@bloomington.in.gov

Property Address: 589 Graham place Bloomington

Petitioner's Name: KEVIN Young

Address: 6784 Springsbrook S. DR

City: Indianapolis State: In Zip Code: 46215

Phone Number: 317-258-1000 E-mail Address: MASK 6780@Comcast.net

Owner's Name: KEVIN J SALLYE Young

Address: 6784 Springsbrook S. DR

City: Indianapolis State: In Zip Code: 46215

Phone Number: 317-258-1000 E-mail Address: MASK 6780@Comcast.net

Occupants: _____

The following conditions must be found in each case in order for the Board to consider the request:

1. That the exception is consistent with the intent and purpose of the housing code and promotes public health, safety, and general welfare.
2. That the value of the area about the property to which the exception is to apply will not be adversely affected.

Identify the variance type that you are requesting from the following drop down menu:

Variance Type: TV

Reminder:
A \$20.00 filing fee must be submitted with the Appeal Application or the application will not be considered to be complete! A completed application has to be submitted prior to the meeting application deadline in order to be placed on that months agenda!

(Will be assigned by BHQA)
11-TV-27
Petition Number: _____

In the space provided below please write a brief narrative regarding your request. Be specific as to what you are requesting, the reason(s) or justification(s) for your request, the amount of time needed to bring the property into compliance, as well as any modifications and/or alterations you are suggesting. The following information must be included dependent upon the type of variance you are requesting:

- A. An extension of time to complete repairs. (Petition type: TV)
 - 1. Specify the items that need the extension of time to complete.
 - 2. Explain why the extension is needed.
 - 3. Specify the time requested.
- B. A modification or exception to the Housing Property Maintenance Code. (Petition type: V)
 - 1. Specify the code reference number you are appealing.
 - 2. Detail why you are requesting the variance.
 - 3. Specify the modifications and or alterations you are suggesting.
- C. Relief from an administration decision. (Petition type: AA)
 - 1. Specify the decision being appealed and the relief you are seeking.
- D. Rescind a variance. (Petition type: RV)
 - 1. Detail the existing variance.
 - 2. Specify the reason the variance is no longer needed.

Extension on Time To Replace Windows To Comply w Egress STANDARDS. TO REMOVE SIDING TO REPLACE WILL CAUSE DAMAGE TO SIDING BECAUSE OF EXCESSIVE COLD. ASKING FOR AN EXTENSION UNTIL 5/1/11 TO ALLOW TEMPERATURE TO INCREASE SO SIDING CAN BE REMOVED WITHOUT EXCESSING DAMAGE DUE TO CRACKING & OTHER MINOR ITEMS ON INSPECTION HAVE BEEN COMPLETED AND HOPEFULLY CAN BE INSPECTED AT SAME TIME AS WINDOWS

Signature (Required):



Name (Print):

KEVIN J YOUNG

Date:

12/8/10

Important information regarding this application format:

- 1. This form is designed to be filled out electronically, printed, then returned/submitted manually (e.g. postal mail).
- 2. This document may be saved on your computer for future use, however, any data that you have entered will not be saved.

Print Form



City of Bloomington
Housing and Neighborhood Development

Cycle Report

3205

OWNERS

YOUNG, KEVIN J. & SALLY
6784 SPRINGBOOK SOUTH DRIVE
INDIANAPOLIS, IN 46219

Prop. Location: 589 E GRAHAM PL
Date Inspected: 12/01/2010
Inspectors: Jo Stong
Primary Heat Source: Electric
Property Zoning: RM
Number of Stories: 2

Number of Units/Structures: 1 / 1
Number of Bedrooms: 4
Max # of Occupants: 5
Foundation Type: Basement
Attic Access: Yes
Accessory Structure: None

NOTE: Property was vacant at the time of inspection.

INTERIOR:

Entry:

No violations noted.

Half Bath:

Secure toilet to its mountings. PM-504.1

Kitchen (10-5 x 7-1):

No violations noted.

Stairway:

Replace the fire extinguisher with a code-compliant extinguisher. A minimum **1A 10BC** classification fire extinguisher shall be **mounted in a visible, accessible location, in or adjacent to the kitchen, away from the range, and in the path of egress.** The securing mechanism must be no more than 5 feet above the floor. PM-704.3.

All fire extinguishers must be inspected every 30 days and a record of that inspection shall be kept.

Living Room (15-6 x 13-7):

No violations noted.

BASEMENT

Center Room (12-3 x 10-5):

NOTE: No sleeping is allowed in this room.

No violations noted.

Mechanical/Laundry/Bathroom:

No violations noted.

Front (south) Bedroom (13-7 x 9-4):

The emergency egress window does not meet the minimum requirements for a multi-unit structure built in 1983.

Openable area required: 4.75sq. ft.

Clear width required: 18"

Clear height required: 24"

Maximum sill height: 48" above finished floor

Existing area: 4.60 sq. ft.

Existing width: 34"

Existing height: 19 ½"

Existing sill: 39"

The emergency egress window does not meet the minimum code requirements for the time the structure was built. For that reason, the City will not issue a rental permit until either the window is altered or replaced to meet the code requirement at the time of construction, or you apply for an egress variance with the Indiana Fire and Building Safety Commission. BMC-16.02.040 (b).

The State variance application forms are available at the *Department of Homeland Security* on the *Fire Prevention and Building Safety Commission's* web site at www.in.gov/dhs/2375.htm. Scroll down to *Downloadable Forms and Documents* and click on *Variance Application and Instructions*. If you need any further clarification, the Commission can be reached at 317.233.5341.

SECOND FLOOR

Front (south) Bedroom (13-9 x 9-8):

Repair windows to be capable of being easily opened and held in position by their own hardware. PM-303.13.2

The emergency egress window does not meet the minimum requirements for a multi-unit structure built in 1983.

Openable area required: 4.75sq. ft.

Clear width required: 18"

Clear height required: 24"

Maximum sill height: 48" above finished floor

Existing area: 5.11 sq. ft.

Existing width: 32"

Existing height: 23"

Existing sill: 32"

The emergency egress window does not meet the minimum code requirements for the time the structure was built. For that reason, the City will not issue a rental permit until either the window is altered or replaced to meet the code requirement at the time of construction, or you apply for an egress variance with the Indiana Fire and Building Safety Commission. BMC-16.02.040 (b).

The State variance application forms are available at the *Department of Homeland Security* on the *Fire Prevention and Building Safety Commission's* web site at www.in.gov/dhs/2375.htm. Scroll down to *Downloadable Forms and Documents* and click on *Variance Application and Instructions*. If you need any further clarification, the Commission can be reached at 317.233.5341.

Bathroom:

Properly seal the tub/shower where it meets the floor. PM-304.3

Hallway:

Complete the installation of the flooring. PM-304.4

Center (east) Bedroom (9-7 x 8-2), Rear Bedroom (11-6 x 8-5):

The emergency egress windows do not meet the minimum requirements for a multi-unit structure built in 1983.

Openable area required: 4.75sq. ft.

Existing area: 4.95 sq. ft.

Clear width required: 18"

Existing width: 31"

Clear height required: 24"

Existing height: 23"

Maximum sill height: 48" above finished floor

Existing sill: 31"

The emergency egress windows do not meet the minimum code requirements for the time the structure was built. For that reason, the City will not issue a rental permit until either the windows are altered or replaced to meet the code requirement at the time of construction, or you apply for an egress variance with the Indiana Fire and Building Safety Commission. BMC-16.02.040 (b).

The State variance application forms are available at the *Department of Homeland Security* on the *Fire Prevention and Building Safety Commission's* web site at www.in.gov/dhs/2375.htm. Scroll down to *Downloadable Forms and Documents* and click on *Variance Application and Instructions*. If you need any further clarification, the Commission can be reached at 317.233.5341.

Attic:

No violations noted.

EXTERIOR:

No violations noted.

OTHER REQUIREMENTS:

Required documentation:

When property is rented, a completed copy of the Tenants & Owners Rights and Responsibilities Summary must be provided to the office or reviewed with the inspector within 60 days of the date of the inspection or a \$25.00 fine will be levied. BMC16.12.050 (d).

Required documentation:

When property is rented, the owner or his agent shall contact the tenant and arrange a joint inspection of the premises to occur within ten days of the tenant's occupancy of the rental unit. The owner or his agent and the tenant shall at that time jointly complete an inventory and damage list, and this shall be signed by all parties to the tenancy agreement. Duplicate copies of the inventory and damage list shall be retained by all parties and shall be deemed a part of the tenancy agreement. A completed copy of the Inventory & Damage List must be provided to the office or reviewed with the inspector within 60 days of the date of the inspection or a \$25.00 fine will be levied. BMC16.12.040

When issued, a copy of the new Rental Occupancy Permit shall be posted as required by BMC 16.12.080 (b): All rental units shall be required to have a current occupancy permit displayed in an accessible location inside the unit. The permit shall contain the name of the owner or his agent and the expiration date of the permit. BMC 16.12.080 (b)

Thank you for your cooperation in the Residential Rental Occupancy Permit Program.



City of Bloomington
H.A.N.D.

**Board of Housing Quality Appeals
Staff Report: Petition for Extension of Time**

Meeting Date: March 09, 2011
Petition Type: An extension of time to complete repairs
Petition Number: 11-TV-28
Address: 409 E. 9th Street
Petitioner: Dan Fierst
Inspector: Maria McCormick
Staff Report: Cycle Inspection October 21, 2010

During the cycle inspection it was noted that the gutter on the southeast corner of the house needed to be repaired or replaced and the all the gutters needed to be cleaned out. The petitioner is asking for an extension of time to complete the repairs due to the weather. All other violations have been complied.

Staff recommendation: Grant the extension of time.
Conditions: All repairs must be completed and re-inspected no later than the deadline stated below, or this case will be turned over to the City of Bloomington Legal Department for further action including the possibility of fines.
Compliance Deadline: March 31, 2011
Attachments: Application of Appeal, Cycle Report, Remaining Violations Report



Application for Appeal
 To The
 Board of Housing Quality Appeals
 P.O. Box 100
 Bloomington, IN 47402
 812-349-3420

RECEIVED
 JAN 20 2011

Petitioner's Name: Dan First

BY: _____

Petitioner's Address & Phone Number: 214 E Colfax Court 812-287-0669

Owner's Name: Roger First

Owner's Address & Phone Number: 2202 Bluffview Ct 336-6500

Address of Property: 409 E 9th

Occupant(s) Name(s): _____

The following conditions must be found in each case in order for the Board to consider the request:

1. That the value of the area about the property to which the exception is to apply will not be adversely affected.
- ② That the exception is consistent with the intent and purpose of the housing code and promotes public health, safety, and general welfare.

Identify the variance type that you are requesting from the following list and attach the required information.

- A. An extension of time to complete repairs. (Petition type: TV)
 - ↳ Specify the items that need the extension of time to complete
 - ↳ Explain why the extension is needed
 - ↳ Specify the time requested
- B. A modification or exception to the Housing Property Maintenance Code. (Petition type: V)
 - ↳ Specify the code reference number you are appealing
 - ↳ Detail why you are requesting the variance
 - ↳ Specify the modifications and or alterations you are suggesting
- C. Relief from an administration decision. (Petition type: AA)
 - ↳ Specify the decision being appealed and the relief you are seeking
- D. Rescind a variance. (Petition type: RV)
 - ↳ Detail the existing variance
 - ↳ Specify the reason the variance is no longer needed

I certify that all information submitted with this request is correct and I have enclosed the \$20.00 filing fee.

Signature: [Handwritten Signature]

Name (print): Dan First

11-TV-28

Petition Number: _____

(Please use the reverse side for further explanation and/or request)



Application for Appeal
To The
Board of Housing Quality Appeals
P.O. Box 100
Bloomington, IN 47402
812-349-3420

ase write a brief narrative in the space provided below. Be specific as to what you are requesting, the reason(s) or
ification(s) for your request, the amount of time needed to bring the property into compliance, as well as any
ifications and/or alterations you are suggesting.)

Cleaning the gutters were not possible
because of ice build up.
As soon as it thaws I will
clean them up.

Signature: _____ Date: _____



**City of Bloomington
Housing and Neighborhood Development**

JAN 12 2011

Remaining Violations Report

3525

OWNERS

FIERST, ROGER L.
2202 BELHAVEN COURT
BLOOMINGTON, IN 47408

Prop. Location: 409 E 9TH ST
Date Inspected: 10/21/2010
Inspectors: Maria McCormick
Primary Heat Source: Gas
Property Zoning: RM
Number of Stories: 2

AGENT

FIERST, DAN P.
430 N. WASHINGTON STREET
BLOOMINGTON, IN 47408

Number of Units/Structures: 1 / 1
Number of Bedrooms: 5
Max # of Occupants: 5
Foundation Type: Crawl Space
Attic Access: Yes
Accessory Structure: None

VARIANCE

08/22/1991 Granted the variance to the minimum ceiling height requirement in the upper level.

REINSPECTION REQUIRED

This report is your final notice from the Housing and Neighborhood Development Office that this rental property continues to be in violation of the Housing-Property Maintenance Code of Bloomington.

If you have made all of the repairs on this report, contact our office immediately to schedule the required re-inspection.

Failure to make repairs or to schedule the required re-inspection will result in this matter being referred to the City Legal Department. Legal action may be initiated against you under Section 16.12.100 of the Bloomington Municipal Code.

It is your responsibility to contact the Housing and Neighborhood Development Office to schedule the required re-inspection. Our mailing address and telephone number are listed below.

JK

EXTERIOR:

Properly repair or replace the damaged gutters on the southeast corner of the house. PM-303.7

Clean debris from the roof, gutters and downspouts. PM-303.7

OTHER REQUIREMENTS:

The following documents were not provided to the office or reviewed by the inspector within 60 days of the date of the inspection, and as such a fine will be levied:

- **Inventory & Damage List:** The owner or his agent shall contact the tenant and arrange a joint inspection of the premises to occur within ten days of the tenant's occupancy of the rental unit. The owner or his agent and the tenant shall at that time jointly complete an inventory and damage list, and this shall be signed by all parties to the tenancy agreement. Duplicate copies of the inventory and damage list shall be retained by all parties and shall be deemed a part of the tenancy agreement

BMC16.12.040

When issued, a copy of the new Rental Occupancy Permit shall be posted as required by BMC 16.12.080 (b): All rental units shall be required to have a current occupancy permit displayed in an accessible location inside the unit. The permit shall contain the name of the owner or his agent and the expiration date of the permit. BMC 16.12.080 (b)



**City of Bloomington
Housing and Neighborhood Development**

Cycle Report

3525

OWNERS

FIERST, ROGER L.
2202 BELHAVEN COURT
BLOOMINGTON, IN 47408

AGENT

FIERST, DAN P.
430 N. WASHINGTON ST.
BLOOMINGTON, IN 47408

Prop. Location: 409 E 9TH ST
Date Inspected: 10/21/2010
Inspectors: Maria McCormick
Primary Heat Source: Gas
Property Zoning: RM
Number of Stories: 2

Number of Units/Structures: 1 / 1
Number of Bedrooms: 5
Max # of Occupants: 5
Foundation Type: Crawl Space
Attic Access: Yes
Accessory Structure: None

VARIANCE

08/22/1991 Granted the variance to the minimum ceiling height requirement in the upper level.

INTERIOR:

Main Level –

Enclosed Front Porch 14-1 x 8-2:

No violation noted.

Living Room 18-3 x 13-0:

Repair the hole in the west wall. PM-304.3

Kitchen/Dining Room 19-10 x 10-4:

All fire extinguishers must be inspected every 30 days and a record of that inspection shall be kept. Metal head extinguishers shall be subjected to maintenance at intervals of not more than one (1) year and shall have a tag or label securely attached that indicates the month and year the maintenance was performed as well as the identity of the person/company performing the service. Metal head extinguishers must be recharged every six years and hydro-tested every 12 years per NFPA-10. Plastic head extinguishers must be replaced every 12 years per NFPA-10. PM-704.3

Repair the faucet sprayer on the sink to function as intended by the manufacturer, or remove and properly terminate the line for the sprayer. PM-504.1

85

DDM
1/7/10
Laundry Room:

C Replace the missing smoke detector. If the missing smoke detector was hard wired it must be replaced with a hard wired model. PM-704.1

C Repair the hole in the ceiling. PM-304.3

C Replace broken/missing light switch cover plate on the south wall. PM-605.1

Bathroom:

C Repair the surface of the ceiling to be free of peeling paint. PM-304.3

SE Bedroom 12-0 x 10-0:

No violation noted.

Existing Egress Window Measurements:

Height: 20 ½ inches

Width: 30 ½ inches

Sill Height: 28 inches

Openable Area: 4.34 sq. ft.

Note: At the time this structure was built, there were no code requirements for emergency egress for a sleeping room. The Housing & Neighborhood Development Department strongly recommends that the sleeping room egress windows be modified or replaced with a larger window to aid in emergency escape. BMC-16.04.040 (b)

NE Bedroom 15-0 x 12-2:

C Replace the broken window glass. PM-303.13

C Every window shall be capable of being easily opened and held in position by its own hardware. PM-303.13.2

C Repair or replace existing smoke detector in a manner so that it functions as intended. PM-704.1

Existing Egress Window Measurements:

Height: 21 inches

Width: 25 inches

Sill Height: 28 inches

Openable Area: 3.64 sq. ft.

Note: At the time this structure was built, there were no code requirements for emergency egress for a sleeping room. The Housing & Neighborhood Development Department strongly recommends that the sleeping room egress windows be modified or replaced with a larger window to aid in emergency escape. BMC-16.04.040 (b)

17/11

North Hallway:

Repair the entry door to be weather tight. No gaps shall be visible around the edges. PM-303.13

Upper Level –

North Bedroom 13-7 x 11-4:

No violation noted.

Existing Egress Window Measurements:

- Height: 21 inches
- Width: 25 inches
- Sill Height: 28 inches
- Openable Area: 3.64 sq. ft.

Note: At the time this structure was built, there were no code requirements for emergency egress for a sleeping room. The Housing & Neighborhood Development Department strongly recommends that the sleeping room egress windows be modified or replaced with a larger window to aid in emergency escape. BMC-16.04.040 (b)

East Bedroom 9-8 x 9-0:

Repair/replace the damaged door jamb. PM-304.6

Existing Egress Window Measurements – (Dbl pop-out window both sashes open)

- Height: 30 inches
- Width: 31 inches
- Sill Height: 40 inches
- Openable Area: 6.45 sq. ft.

Note: These measurements are for reference only. There is no violation of the emergency egress requirements.

South Bedroom 13-2 x 11-2:

Repair or replace existing smoke detector in a manner so that it functions as intended. PM-704.1

Existing Egress Window Measurements:

- Height: 21 inches
- Width: 25 inches
- Sill Height: 28 inches
- Openable Area: 3.64 sq. ft.

Note: At the time this structure was built, there were no code requirements for emergency egress for a sleeping room. The Housing & Neighborhood Development Department strongly recommends that the sleeping room egress windows be modified or replaced with a larger window to aid in emergency escape. BMC-16.04.040 (b)

1/17/14
C
Bathroom:

C Replace broken/missing light switch cover plate on the switch for the exhaust fan. PM-605.1

Stairway:

C Replace broken/missing light switch cover plate on the north wall. PM-605.1

EXTERIOR:

NC Properly repair or replace the damaged gutters on the southeast corner of the house. PM-303.7

NC Clean debris from the roof, gutters and downspouts. PM-303.7

OTHER REQUIREMENTS:

Required documentation:

C A completed copy of the Tenants and Owners Rights and Responsibilities Summary must be provided to this office or reviewed with the inspector within 60 days of the date of the inspection or a \$25.00 fine will be levied. BMC 16.12.050 (d)

Required documentation:

NC The owner or his agent shall contact the tenant and arrange a joint inspection of the premises to occur within ten days of the tenant's occupancy of the rental unit. The owner or his agent and the tenant shall at that time jointly complete an inventory and damage list, and this shall be signed by all parties to the tenancy agreement. Duplicate copies of the inventory and damage list shall be retained by all parties and shall be deemed a part of the tenancy agreement. **A completed copy of the Inventory & Damage List must be provided to the office or reviewed with the inspector within 60 days of the date of the inspection or a \$25.00 fine will be levied. BMC16.12.040**

When issued, a copy of the new Rental Occupancy Permit shall be posted as required by BMC 16.12.080 (b): All rental units shall be required to have a current occupancy permit displayed in an accessible location inside the unit. The permit shall contain the name of the owner or his agent and the expiration date of the permit. BMC 16.12.080 (b)



City of Bloomington
H.A.N.D.

**Board of Housing Quality Appeals
Staff Report: Petition for Extension of Time**

Meeting Date: 09 March 2011
Petition Type: An extension of time to complete repairs
Petition Number: 11-TV-029
Address: 406 E. Hillside Dr.
Petitioner: James Gronquist
Inspector: Michael Arnold
Staff Report: 29 October 2010 Cycle Inspection with owner
10 November 2010 Sent Inspection Report
20 January 2011 Notified of new ownership
21 January 2011 Received appeal

This property has been sold and the new owner has plans to demolish the structure and would prefer to not have to do the exterior repairs. Demolition should occur between 31 March 2011 thru 30 April 2011. The property will be vacated by 16 May 2011.

Staff recommendation: Grant the extension of time.

Conditions: The property shall be vacated by 01 April 2011 or the all repairs shall be in compliance with the Housing and property maintenance code and re-inspected no later than the deadline stated below, or this case will be turned over to the City of Bloomington Legal Department for further action including the possibility of fines.

Compliance Deadline: 01 April 2011

Attachments: Application, Cycle Inspection Report



**Application For Appeal
To The
Board of Housing Quality Appeals
P.O. Box 100
Bloomington, IN 47402
812-349-3420
hand@bloomington.in.gov**

Property Address: 406 E. Hillside Bloomington IN 47401

Petitioner's Name: James Gronquist

Address: 1414 S. Lincoln St

City: Bloomington

State: Indiana

Zip Code: 47401

Phone Number: (812) 219-0135

E-mail Address: jgronquist@yahoo.com

Owner's Name: James Gronquist

Address: 1414 S. Lincoln St

City: Bloomington

State: Indiana

Zip Code: 47401

Phone Number: 812-219-0135

E-mail Address: jgronquist@yahoo.com

Occupants: Unit 1 Rick Serpa, Unit 2 Scott Warrick, Unit 4 Eric Harringer

The following conditions must be found in each case in order for the Board to consider the request:

1. That the exception is consistent with the intent and purpose of the housing code and promotes public health, safety, and general welfare.
2. That the value of the area about the property to which the exception is to apply will not be adversely affected.

Identify the variance type that you are requesting from the following drop down menu:

Variance Type: An extension of time to complete repairs. (Petition Type: TV)

Reminder:

A \$20.00 filing fee must be submitted with the Appeal Application or the application will not be considered to be complete! A completed application has to be submitted prior to the meeting application deadline in order to be placed on that months agenda!

(Will be assigned by BHQA)

11-TV-29

Petition Number: _____

In the space provided below please write a brief narrative regarding your request. Be specific as to what you are requesting, the reason(s) or justification(s) for your request, the amount of time needed to bring the property into compliance, as well as any modifications and/or alterations you are suggesting. The following information must be included dependent upon the type of variance you are requesting:

- A. An extension of time to complete repairs. (Petition type: TV)
 - 1. Specify the items that need the extension of time to complete.
 - 2. Explain why the extension is needed.
 - 3. Specify the time requested.
- B. A modification or exception to the Housing Property Maintenance Code. (Petition type: V)
 - 1. Specify the code reference number you are appealing.
 - 2. Detail why you are requesting the variance.
 - 3. Specify the modifications and or alterations you are suggesting.
- C. Relief from an administration decision. (Petition type: AA)
 - 1. Specify the decision being appealed and the relief you are seeking.
- D. Rescind a variance. (Petition type: RV)
 - 1. Detail the existing variance.
 - 2. Specify the reason the variance is no longer needed.

A.
1. Exterior items. Siding, paint, most notably. 2. Interior/safety items have been completed. I have a current demolition permit and will be demolishing the structure March 31st-April 31st, as the weather allows. Better to put \$ into new, well constructed structure, then repairs that will in the very near term be demolished. 3. Prop will be vacant by April 1st so need extension until at least March 31st, 2011

Signature (Required): _____

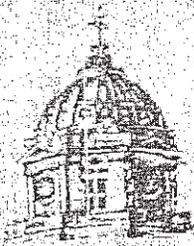
Name (Print): James Gronquist

Date: 1/21/11

Important information regarding this application format:

- 1. This form is designed to be filled out electronically, printed, then returned/submitted manually (e.g. postal mail).
- 2. This document may be saved on your computer for future use, however, any data that you have entered will not be saved.





Monroe County Building Department
(812) 349-2580 buildingoffice@co.monroe.in.us

Public Notice of

Building Permit

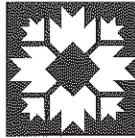
Permit #: 2011 0016
Name: James Gronquist
Project Address: 406 E. Hillside
Project Type: Residential Demo
Contractor: Owner
Date of Issue: 1-4-11

Permits expire 1 year from the date of issue.

Jim Gerstbauer, CBO
Monroe County / City of Bloomington
Building Commissioner

NOTICE:

This card is to be posted in a conspicuous place; visible from the public street, and shall remain in place during the entire period of construction. Not having this Permit Notice posted is a violation of the Monroe County Building Ordinance and could result in a fine or assessment of re-inspection fees. Any changes in the scope of the work as submitted in the construction application and specifications must be approved by the Monroe County Building Department prior to the work being performed.



**City of Bloomington
Housing and Neighborhood Development**

Cycle Report

841

OWNERS

=====

VOLLAND, FRED M.
7941 PAYNE ROAD
BLOOMINGTON, IN 47408

Prop. Location: 406 E HILLSIDE DR
Date Inspected: 10/29/2010
Inspectors: Mike Arnold
Primary Heat Source: Gas
Property Zoning: RM
Number of Stories: 2

Number of Units/Structures: 4 / 1
Number of Bedrooms: 1 each
Max # of Occupants: 2 each
Foundation Type: Basement
Attic Access: N/A
Accessory Structure: none

VARIANCE

10/03/1991 Granted the variance to the minimum ceiling height requirement in apartment #4.

Basement:

Install a smoke detector in an approved location. If wall mounted, it shall be located between 6 and 12 inches from the ceiling. If ceiling mounted, it shall be located at least 4 inches from the wall.
PM-704.1

Main Level:

Unit 1:

Living Room (12-0 x 9-0):

No violations noted

Bedroom (11-0 x 9-0):

Existing Egress Window Measurements:

Height: 26.5 inches
Width: 25 inches
Sill Height: 18 inches
Openable Area: 4.60 sq. ft.

Note: These measurements are for reference only. There is no violation of the emergency egress requirements.

93

Scrape and paint interior surfaces where paint is peeling or wood is exposed. PM-304.3

Repair the damage to the ceiling. PM-304.3

Provide operating power to smoke detector. PM-704.1

Unit 2:

North Room (11-0 x 8-0):

Existing Egress Window Measurements:

Height: 25 inches

Width: 27 inches

Sill Height: 18 inches

Openable Area: 4.69 sq. ft.

Note: These measurements are for reference only. There is no violation of the emergency egress requirements.

Replace the missing protective cover for the light fixture. PM-605.1

Middle Room (11-0 x 8-0):

Existing Egress Window Measurements:

Height: 31 inches

Width: 17 inches

Sill Height: 48 inches

Openable Area: 3.66 sq. ft.

Note: These measurements are for reference only. There is no violation of the emergency egress requirements.

Replace the missing protective cover for the light fixture. PM-605.1

Provide operating power to smoke detector. PM-704.1

Kitchen (9-0 x 8-6):

Repair the right faucet to function as intended. PM-504.1

Properly replace the loose, damaged and missing floor tiles. PM-340.3

Repair the hole in the floor. PM-304.3

Bathroom:

Replace the damaged shower stall. PM-504.3

Repair the floor, especially at the stool. PM-304.3

Replace the missing doors on the vanity. PM-304.3

Repair the fixtures to have adequate water pressure. PM-505.3

Unit 3:

Living Room (13-0 x 11-0):

No violations noted

Kitchen (11-0 x 8-0):

Provide operating power to smoke detector. PM-704.1

NE Bedroom (12-0 x 9-0):

Existing Egress Window Measurements:

Height: 22 inches

Width: 27 inches

Sill Height: 18 inches

Openable Area: 4.125 sq. ft.

Note: These measurements are for reference only. There is no violation of the emergency egress requirements.

No violations noted

Unit 4:

Living Room/Bedroom (9-0 x 8-0):

This room has a door to the exterior

No violations noted

Kitchen (13-0 x 10-0):

This room is not approved for sleeping purposes. All beds and bedding material shall be permanently removed from this room. PM-404.4.4

Replace the damaged range cord. PM-605.1

Provide operating power to smoke detector. PM-704.1

A minimum **1A 10BC** classification fire extinguisher shall be **mounted in a visible, accessible location, in or adjacent to the kitchen, away from the range, and in the path of egress.** The securing mechanism must be no more than 5 feet above the floor. PM-704.3.

Exterior:

Repair/replace the deteriorated stoop/threshold at the north entrance. PM-303.15

Repair/replace the deteriorated siding on the east side of the structure. PM-303.6

Repair the damage to the roof over the entry balcony to units 3 and 4. PM-303.7

Scrape and paint interior surfaces where paint is peeling or wood is exposed. PM-304.3 **This item has a deadline of 29 October 2011).**

Required Documentation:

A completed copy of the Tenants & Owners Rights and Responsibilities Summary must be provided to the office or reviewed with the inspector within 60 days of the date of the inspection **or a \$25.00 fine will be levied.**BMC16.12.050 (d).

A completed copy of the Inventory & Damage List must be provided to the office or reviewed with the inspector within 60 days of the date of the inspection **or a \$25.00 fine will be levied.**
BMC16.12.040

Thoroughly clean and service the furnace, inspect and test shut off valves for proper operation. Documentation from a professional HVAC contractor for this service is acceptable and encouraged. Servicing shall include a test for carbon monoxide. Acceptable levels of carbon monoxide are as follows:

Desired level:	0 parts per million (ppm)
Acceptable level in a living space:	9 ppm
Maximum concentration for flue products:	50 ppm

PM-603.1

When issued, a copy of the new Rental Occupancy Permit shall be posted as required by BMC 16.12.080 (b): All rental units shall be required to have a current occupancy permit displayed in an accessible location inside the unit. The permit shall contain the name of the owner or his agent and the expiration date of the permit. BMC 16.12.080 (b)



City of Bloomington
H.A.N.D.

**Board of Housing Quality Appeals
Staff Report: Petition for Extension of Time**

Meeting Date: March 9, 2011

Petition Type: An extension of time

Petition Number: 11-TV-30

Address: 302-304 S. Madison

Petitioner: Creative Home Concepts- Jason Widen

Inspector: Sean Person

Staff Report: November 15, 2010 Conducted Cycle Inspection
December 3, 2010 Mailed Cycle Report
January 25, 2010 Received Appeal

During the cycle inspection it was noted that the egress windows do not meet the code requirements in place at the time of replacement. The petitioner is seeking a 90 day extension of time to complete the process of securing a variance from the State of Indiana to allow the windows to remain as they are.

Staff recommendation: Grant the extension of time.

Conditions: All repairs must be completed and re-inspected no later than the deadline stated below, or this case will be turned over to the City of Bloomington Legal Department for further action including the possibility of fines.

Compliance Deadline: June 8, 2011

Attachments: Appeal form, cycle inspection reports

RA



Application for Appeal
 To The
 Board of Housing Quality Appeals
 P.O. Box 100
 Bloomington, IN 47402
 812-349-3420

Petitioner's Name: Creative Home Concepts - Jason Widen

Petitioner's Address & Phone Number: 325 Dagers ^{Mailing} PO Box 3429
812-219-6241 (March) Bloomington

Owner's Name: Jason Widen 47402

Owner's Address & Phone Number: PO Box 3429, Bloomington 47402
812-219-2114

Address of Property: 302/304 Madison, Bloomington
47403

Occupant(s) Name(s): _____

- The following conditions must be found in each case in order for the Board to consider the request:
1. That the value of the area about the property to which the exception is to apply will not be adversely affected.
 2. That the exception is consistent with the intent and purpose of the housing code and promotes public health, safety, and general welfare.

Identify the variance type that you are requesting from the following list and attach the required information.

- A. An extension of time to complete repairs. (Petition type: TV)
 - ↳ Specify the items that need the extension of time to complete
 - ↳ Explain why the extension is needed
 - ↳ Specify the time requested
- B. A modification or exception to the Housing Property Maintenance Code. (Petition type: V)
 - ↳ Specify the code reference number you are appealing
 - ↳ Detail why you are requesting the variance
 - ↳ Specify the modifications and or alterations you are suggesting
- C. Relief from an administration decision. (Petition type: AA)
 - ↳ Specify the decision being appealed and the relief you are seeking
- D. Rescind a variance. (Petition type: RV)
 - ↳ Detail the existing variance
 - ↳ Specify the reason the variance is no longer needed

I certify that all information submitted with this request is correct and I have enclosed the \$20.00 filing fee.

Signature: Mari Widen

Name (print): Mari Widen
for Jason Widen
 (Please use the reverse side for further explanation and/or request).

11-TV-30
 Petition Number: _____



Application for Appeal
To The
Board of Housing Quality Appeals
P.O. Box 100
Bloomington, IN 47402
812-349-3420

(Please write a brief narrative in the space provided below. Be specific as to what you are requesting, the reason(s) or justification(s) for your request, the amount of time needed to bring the property into compliance, as well as any modifications and/or alterations you are suggesting.)

When the property was inspected by hand-
we were notified that windows a
problem so we are applying to
state for variance.

Signature:

Travis Hiden

Date:

1-25-11



**City of Bloomington
Housing and Neighborhood Development**

RENTAL PERMIT INFORMATION

DEC 03 2010

Creative Home Concepts, LLC
PO Box 3429
Bloomington, IN 47402

Property Location: 302 & 304 S. Madison Street

Please find enclosed the Cycle Inspection Report which detail recommendations and violations found during the recent inspection of your rental property. You have sixty (60) days from the date of this letter to correct the violations listed on the report.

Once violations have been corrected, it is your responsibility to call the Housing and Neighborhood Development office by **JAN 31 2011** to schedule a re-inspection. You have the right to appeal any violation to the Board of Housing Quality Appeals. An appeal form can be found at www.bloomington.in.gov/hand. If you do not have access to the internet, you may contact HAND at 349-3420 and a form will be provided.

This report is issued in accordance with Section PM106.1 and PM106.2 of the Housing-Property Maintenance Code. Residential Rental Occupancy Permits will not be issued until all interior and exterior violations have been corrected, and all fees have been paid. Please be advised that non-compliance by the deadlines listed in this letter can limit the permit period to a maximum of three (3) years. A copy of the Notice of Fees can be found at www.bloomington.in.gov/hand. If you do not have access to the internet, you may contact HAND at 349-3420 and a form will be provided.

If you have any questions regarding the permit process, please call weekdays between 8:00 a.m. and 5:00 p.m., at (812) 349-3420.

Sincerely,

Housing and Neighborhood Development Department

Enclosures: Inspection Report

Xc:

100



**City of Bloomington
Housing and Neighborhood Development**

Cycle Report

1355

OWNERS

CREATIVE HOME CONCEPTS, LLC
PO BOX 3429
BLOOMINGTON, IN 47402

Prop. Location: 304, 302 S MADISON ST
Date Inspected: 11/15/2010
Inspectors: Sean Person
Primary Heat Source: Gas
Property Zoning: RC
Number of Stories: 2

Number of Units/Structures: 8 / 1
Number of Bedrooms: 1 each unit
Max # of Occupants: 3, 2, 1
Foundation Type: Basement
Attic Access: No
Accessory Structure: None

VARIANCE

03/07/1984 Granted variance for the minimum ceiling height and light ventilation requirements for the attic apartments.

05/05/1988 Granted a variance to the ceiling height requirement in the basement unit.

INTERIOR

304 S. Madison

Living Room (12-6 x 8-16)

Every window shall be capable of being easily opened and held in position by its own hardware.
PM-303.13.2

Den (13-7 x 8-7)

Every window shall be capable of being easily opened and held in position by its own hardware.
PM-303.13.2

Every window shall have a functioning locking device, window latch and shall be maintained in good condition. PM-303.15

Kitchen (13-0 x 7-6)

Repair the faucet leak. PM-504.1

101

Provide operating power to smoke detector. PM-704.1

Upper Level

Hallway

No violations noted.

Bathroom

No violations noted.

Bedroom (9-5 x 13-3)

Every window shall have a functioning locking device, window latch and shall be maintained in good condition. PM-303.15

The emergency egress window that was replaced between 1986-2003 does not meet the minimum requirements for a multi-unit structure built or modified at that time:

Openable area required: 5.7 sq. ft.	Existing area: 4.21 sq. ft.
Clear width required: 20 "	Existing width: 27 "
Clear height required: 22 "	Existing height: 22 ½ "
Maximum sill height: 44 " above finished floor	Existing sill: 44 "

The emergency egress window does not meet the minimum code requirements for the time the structure was built. For that reason, the City will not issue a rental permit until either the window is altered or replaced to meet the code requirement at the time of construction, or you apply for an egress variance with the Indiana Fire and Building Safety Commission. BMC-16.02.040 (b)

The State variance application forms are available at the *Department of Homeland Security* on the *Fire Prevention and Building Safety Commission's* web site at www.in.gov/dhs/2375.htm. Scroll down to *Downloadable Forms and Documents* and click on *Variance Application and Instructions*. If you need any further clarification, the Commission can be reached at 317.233.5341.

302 S. Madison

Apt. #1

Living Room (14-11 x 12-4)

No violations noted.

Bedroom (14-1 x 13-3)

Existing Egress Window Measurements:

Height: 30 inches
Width: 44 inches
Sill Height: 27 inches
Openable Area: 9.16 sq. ft.

Note: These measurements are for reference only. There is no violation of the emergency egress requirements.

Kitchen (13-11 x 10-5)

No violations noted.

Bathroom

No violations noted.

Apt. #6

Bedroom (9-11 x 10-5)

The emergency egress window that was replaced between 1986-2003 does not meet the minimum requirements for a multi-unit structure built or modified at that time:

Openable area required: 5.7 sq. ft.	Existing area: 2.06 sq. ft.
Clear width required: 20 "	Existing width: 27 "
Clear height required: 22 "	Existing height: 11 "
Maximum sill height: 44 " above finished floor	Existing sill: 27 "

The emergency egress window does not meet the minimum code requirements for the time the structure was built. For that reason, the City will not issue a rental permit until either the window is altered or replaced to meet the code requirement at the time of construction, or you apply for an egress variance with the Indiana Fire and Building Safety Commission. BMC-16.02.040 (b)

The State variance application forms are available at the *Department of Homeland Security* on the *Fire Prevention and Building Safety Commission's* web site at www.in.gov/dhs/2375.htm. Scroll down to *Downloadable Forms and Documents* and click on *Variance Application and Instructions*. If you need any further clarification, the Commission can be reached at 317.233.5341.

Apt. # 3

This unit was not inspected at the time of this inspection, as it was not accessible. This unit must be inspected and brought into compliance with-in the same 60 day deadline as the remainder of this property. PM-104.4

Note: The file indicates that the bedroom window in unit (3) may have similar issues as apartment number 6.

Apt. #7

Kitchen (7-0 x 6-0)

A minimum 1A 10BC classification fire extinguisher shall be **mounted in a visible, accessible location, in or adjacent to the kitchen, away from the range, and in the path of egress.** The securing mechanism must be no more than 5 feet above the floor. PM-704.3

Bedroom

This room was not inspected at the time of this inspection, as it was not accessible.

This unit must be inspected and brought into compliance with-in the same 60 day deadline as the remainder of this property. PM-104.4 (sleeping person)

Note: Please get room dimensions and window measurements during reinspection.

Apt. #5

Bedroom / Living Room (17-1 x 13-4)

No violations noted.

Kitchen (6-8 x 9-1)

No violations noted.

Porch

No violations noted.

Apt.#4

Bedroom Eff.(12-5 x 16-6)

Existing Egress Window Measurements:

Height: 27 inches
Width: 22 inches
Sill Height: 20 inches
Openable Area: 4.125 sq. ft.

Note: These measurements are for reference only. There is no violation of the emergency egress requirements.

Apt #2

Living Room (11-0 x 9-7)

No violations noted.

Kitchen (14-0 x 8-6)

No violations noted.

Bedroom (8-1 x 14-2)

The emergency egress window that was replaced between 1986-2003 does not meet the minimum requirements for a multi-unit structure built or modified at that time:

Openable area required: 5.7 sq. ft.	Existing area: 4.21 sq. ft.
Clear width required: 20 "	Existing width: 27 "
Clear height required: 22 "	Existing height: 22 ½ "
Maximum sill height: 44 " above finished floor	Existing sill: 27 "

The emergency egress window does not meet the minimum code requirements for the time the structure was built. For that reason, the City will not issue a rental permit until either the window is altered or replaced to meet the code requirement at the time of construction, or you apply for an egress variance with the Indiana Fire and Building Safety Commission. BMC-16.02.040 (b)

The State variance application forms are available at the *Department of Homeland Security* on the *Fire Prevention and Building Safety Commission's* web site at www.in.gov/dhs/2375.htm. Scroll down to *Downloadable Forms and Documents* and click on *Variance Application and Instructions*. If you need any further clarification, the Commission can be reached at 317.233.5341.

EXTERIOR

No violations noted.

OTHER REQUIREMENTS

Required documentation:

A completed copy of the Tenants and Owners Rights and Responsibilities Summary must be provided to this office or reviewed with the inspector within 60 days of the date of the inspection or **a \$25.00 fine will be levied. BMC 16.12.050 (d)**

Required documentation:

The owner or his agent shall contact the tenant and arrange a joint inspection of the premises to occur within ten days of the tenant's occupancy of the rental unit. The owner or his agent and the tenant shall at that time jointly complete an inventory and damage list, and this shall be signed by all parties to the tenancy agreement. Duplicate copies of the inventory and damage list shall be retained by all parties and shall be deemed a part of the tenancy agreement. **A completed copy of the Inventory & Damage List must be provided to the office or reviewed with the inspector within 60 days of the date of the inspection or a \$25.00 fine will be levied. BMC16.12.040**

When issued, a copy of the new Rental Occupancy Permit shall be posted as required by BMC 16.12.080 (b): All rental units shall be required to have a current occupancy permit displayed in an accessible location inside the unit. The permit shall contain the name of the owner or his agent and the expiration date of the permit. BMC 16.12.080 (b)



City of Bloomington
H.A.N.D.

**Board of Housing Quality Appeals
Staff Report: Petition for Extension of Time**

Meeting Date: March 9, 2011
Petition Type: An extension of time to complete repairs
Petition Number: 11-TV-31
Address: 2645 E. Dekist Street
Petitioner: Tabi White (agent for owner Susan Klages)
Inspector: Jo Stong
Staff Report: November 18, 2010: Conducted cycle inspection
November 22, 2010: Sent cycle report
January 28, 2011: Sent remaining violations report
January 26, 2011: Received appeal

During a cycle inspection several violations of the Property Maintenance Code were noted. The petitioner is seeking an extension of time to complete repairs.

Staff recommendation: Grant the extension of time.
Conditions: All repairs must be completed and re-inspected no later than the deadline stated below, or this case will be turned over to the City of Bloomington Legal Department for further action including the possibility of fines.
Compliance Deadlines: All life-safety violations: March 31, 2011
All other violations: April 30, 2011
Attachments: Application for appeal, cycle report



Application For Appeal
To The
Board of Housing Quality Appeals
P.O. Box 100
Bloomington, IN 47402
812-349-3420
hand@bloomington.in.gov

Property Address: 2045 E. Dekist St. Bloomington, IN 47408

Petitioner's Name: TABI WHITE - Agent c/o SUSAN KLAGES

Address: 2045 E. DEKIST ST. BLOOMINGTON, IN 47408

City: _____ State: _____ Zip Code: _____

Phone Number: 812-340-9077 E-mail Address: tabwhite@~~hotmail~~gmail.com

Owner's Name: SUSAN KLAGES

Address: 78689 SAVANNA LA MAR

City: BERNARD DUNES State: CA Zip Code: 92283

Phone Number: 760-772-1859 E-mail Address: untitled2@earthlink.net

Occupants: [1] TABI WHITE - AGENT

The following conditions must be found in each case in order for the Board to consider the request:

1. That the exception is consistent with the intent and purpose of the housing code and promotes public health, safety, and general welfare.
2. That the value of the area about the property to which the exception is to apply will not be adversely affected.

Identify the variance type that you are requesting from the following drop down menu:

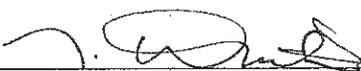
Variance Type: An extension of time to complete repairs. (Petition Type: TV)

Reminder:
A \$20.00 filing fee must be submitted with the Appeal Application or the application will not be considered to be complete! A completed application has to be submitted prior to the meeting application deadline in order to be placed on that months agenda!

(Will be assigned by BHQA)
11-TV-31
Petition Number: _____

In the space provided below please write a brief narrative regarding your request. Be specific as to what you are requesting, the reason(s) or justification(s) for your request, the amount of time needed to bring the property into compliance, as well as any modifications and/or alterations you are suggesting. The following information must be included dependent upon the type of variance you are requesting:

- A. An extension of time to complete repairs. (Petition type: TV)
 - 1. Specify the items that need the extension of time to complete.
 - 2. Explain why the extension is needed.
 - 3. Specify the time requested.
- B. A modification or exception to the Housing Property Maintenance Code. (Petition type: V)
 - 1. Specify the code reference number you are appealing.
 - 2. Detail why you are requesting the variance.
 - 3. Specify the modifications and or alterations you are suggesting.
- C. Relief from an administration decision. (Petition type: AA)
 - 1. Specify the decision being appealed and the relief you are seeking.
- D. Rescind a variance. (Petition type: RV)
 - 1. Detail the existing variance.
 - 2. Specify the reason the variance is no longer needed.

Signature (Required): 

Name (Print): TABI WHITE Date: 1/21/11

Important information regarding this application format:

- 1. This form is designed to be filled out electronically, printed, then returned/submitted manually (e.g. postal mail).
- 2. This document may be saved on your computer for future use, however, any data that you have entered will not be saved.

Print Form



**City of Bloomington
Housing and Neighborhood Development**

Cycle Report

275

OWNERS

KLAGES, SUSAN M.
78689 SAVANNA LA MAR
BERMUDA DUNES, CA 92203

AGENT

WHITE, TABI L.
2645 E. DEKIST STREET
BLOOMINGTON IN

Prop. Location: 2645 E DEKIST ST
Date Inspected: 11/18/2010
Inspectors: Jo Stong
Primary Heat Source: Gas
Property Zoning: RC
Number of Stories: 1

Number of Units/Structures: 1 / 1
Number of Bedrooms: 3
Max # of Occupants: 3
Foundation Type: Crawl Space
Attic Access: No
Accessory Structure: Shed

INTERIOR:

Living Room (16-6 x 11-2):

Repair the entry door to be weather tight. No gaps shall be visible around the edges. PM-303.13

Kitchen (10-8 x 9-2):

Properly ground the electrical receptacles. If the receptacles are on an ungrounded system, it is acceptable to install 2-pole, ungrounded receptacles, or GFCI receptacles. PM-605.1

Replace the outdated plastic-headed fire extinguisher (dated 1998). A minimum **1A 10BC** classification fire extinguisher shall be **mounted in a visible, accessible location, in or adjacent to the kitchen, away from the range, and in the path of egress.** The securing mechanism must be no more than 5 feet above the floor. PM-704.3.

109

Kitchen (cont'd):

All fire extinguishers must be inspected **every 30 days and a record of that inspection shall be kept**. Metal head extinguishers shall be subjected to maintenance at intervals of not more than one (1) year and shall have a tag or label securely attached that indicates the month and year the maintenance was performed as well as the identity of the person/company performing the service. Metal head extinguishers must be recharged every six years and hydro-tested every 12 years per NFPA-10. Plastic head extinguishers must be replaced every 12 years per NFPA-10. PM-704.3

Furnace/Laundry Room:

Repair the entry door to be weather tight. No gaps shall be visible around the edges. PM-303.13

Thoroughly clean and service the furnace, inspect and test shut off valves for proper operation. Documentation from a professional HVAC contractor for this service is acceptable and encouraged. Servicing shall include a test for carbon monoxide. Acceptable levels of carbon monoxide are as follows:

Desired level:	0 parts per million (ppm)
Acceptable level in a living space:	9 ppm
Maximum concentration for flue products:	50 ppm PM-603.1

Hallway:

Install a smoke detector in an approved location. If wall mounted, it shall be located between 6 and 12 inches from the ceiling. If ceiling mounted, it shall be located at least 4 inches from the wall. PM-704.1

Bathroom:

No violations noted.

Northeast Bedroom (11-3 x 7-5):

No violations noted.

Existing Egress Window Measurements (double-hung; both sashes removable):

Height: 33 ½ inches
Width: 28 inches
Sill Height: 44 inches
Openable Area: 6.51 sq. ft.

Note: These measurements are for reference only. There is no violation of the emergency egress requirements.

Northwest Bedroom (11-3 x 11-3, Southwest Bedroom (11-3 x 11-3):

Note: Egress window measurements for both of these sleeping rooms are the same as in the northeast bedroom.

EXTERIOR:

Properly repair front porch and steps in a workmanlike manner. PM-303.2, PM 302.10

Clean debris from the roof, gutters and downspouts. PM-303.7

Scrape and paint exterior surfaces where paint is peeling or wood is exposed. PM-303.2
(this violation has a one-year deadline from the date of the cycle inspection)

Shed:

No violations noted.

OTHER REQUIREMENTS:

Required documentation:

A completed copy of the Tenants & Owners Rights and Responsibilities Summary must be provided to the office or reviewed with the inspector within 60 days of the date of the inspection or a \$25.00 fine will be levied. BMC16.12.050 (d).

Required documentation:

The owner or his agent shall contact the tenant and arrange a joint inspection of the premises to occur within ten days of the tenant's occupancy of the rental unit. The owner or his agent and the tenant shall at that time jointly complete an inventory and damage list, and this shall be signed by all parties to the tenancy agreement. Duplicate copies of the inventory and damage list shall be retained by all parties and shall be deemed a part of the tenancy agreement. A completed copy of the Inventory & Damage List must be provided to the office or reviewed with the inspector within 60 days of the date of the inspection or a \$25.00 fine will be levied. BMC16.12.040

When issued, a copy of the new Rental Occupancy Permit shall be posted as required by BMC 16.12.080 (b): All rental units shall be required to have a current occupancy permit displayed in an accessible location inside the unit. The permit shall contain the name of the owner or his agent and the expiration date of the permit. BMC 16.12.080 (b)

Thank you for your cooperation in the Residential Rental Occupancy Permit Program.



City of Bloomington
H.A.N.D.

**Board of Housing Quality Appeals
Staff Report: Petition for Extension of Time**

Meeting Date: March 9, 2011

Petition Type: An extension of time to complete repairs

Petition Number: 11-TV-32

Address: 1734 N. Lincoln

Petitioner: Pegasus Properties

Inspector: Robert Hoole

Staff Report: July 23, 2010 Cycle inspection report mailed
January 3, 2011 Reinspection conducted
January 12, 2011 Remaining violations report mailed
January 31, 2011 Appeal filed

During the cycle inspection it was noted that the egress windows did not meet the building code requirements in place at the time of construction. In October the owner passed away. His wife has now hired a management company to oversee the properties. The petitioner is seeking an extension of time to complete repairs and to secure a variance from the State of Indiana for the windows.

Egress window requirements at the time of construction (1990):

Height: 24 inches
Width: 20 inches
Sill Height: 44 inches maximum
Openable Area: 5.7 sq. ft.

Existing Egress Window Measurements:

Height: 20 1/2 inches
Width: 34 inches
Sill Height: 36 inches
Openable Area: 4.84sq. ft.

Staff recommendation: Grant the extension of time.

Conditions: All repairs must be completed and re-inspected no later than the deadline stated below, or this case will be turned over to the City of Bloomington Legal Department for further action including the possibility of fines.

Compliance Deadline: May 9, 2011

Attachments: Remaining violations report, appeal form



Application for Appeal
To The
Board of Housing Quality Appeals
P.O. Box 100
Bloomington, IN 47402
812-349-3420

RECEIVED
JAN 31 2011

BY:.....

Petitioner's Name: Pegasus Properties / SHARON DALTON

Petitioner's Address & Phone Number: POB 37, Smithville, IN 47458

Owner's Name: Billie Moore

Owner's Address & Phone Number: 9613 S Harbour Pointe Drive 824-8686
Bloomington, IN 47401

Address of Property: 1734 N Lincoln

Occupant(s) Name(s): Jeremy & Heather Odom

- The following conditions must be found in each case in order for the Board to grant the request:
1. That the value of the area about the property to which the exception is to apply is not adversely affected.
 2. That the exception is consistent with the intent and purpose of the housing code and does not compromise public health, safety, and general welfare.

Identify the variance type that you are requesting from the following list and attach the required information.

- A. An extension of time to complete repairs. (Petition type: TV)
 - ↳ Specify the items that need the extension of time to complete
 - ↳ Explain why the extension is needed
 - ↳ Specify the time requested
- B. A modification or exception to the Housing Property Maintenance Code. (Petition type: V)
 - ↳ Specify the code reference number you are appealing
 - ↳ Detail why you are requesting the variance
 - ↳ Specify the modifications and or alterations you are suggesting
- C. Relief from an administration decision. (Petition type: AA)
 - ↳ Specify the decision being appealed and the relief you are seeking
- D. Rescind a variance. (Petition type: RV)
 - ↳ Detail the existing variance
 - ↳ Specify the reason the variance is no longer needed

I certify that all information submitted with this request is correct and I have enclosed the \$20.00 filing fee.

Signature: Sharon Dalton

Name (print): SHARON DALTON

(Will be assigned by BHQA)
11-TV-32
Petition Number: _____

(Please use the reverse side for further explanation and/or request)



Application for Appeal
 To The
 Board of Housing Quality Appeals
 P.O. Box 100
 Bloomington, IN 47402
 812-349-3420

(Please write a brief narrative in the space provided below. Be specific as to what you are requesting, the reason(s) or justification(s) for your request, the amount of time needed to bring the property into compliance, as well as any modifications and/or alterations you are suggesting.)

Bedroom window (rear) does not meet the minimum requirements. We have applied to the State for a variance and are jumping through the proper hoops to get one.

Attached is copy of inspection

Signature: _____ Date: _____



**City of Bloomington
Housing and Neighborhood Development**

Remaining Violations Report
Reinspected 1/3/2011

3130

OWNERS

=====

MOORE, BRUCE E.
9613 HARBOUR POINTE DRIVE
BLOOMINGTON, IN 47401

AGENT

=====

PEGASUS PROPERTY MGMT.
P.O. BOX 37
SMITHVILLE IN 47458

Prop. Location: 1734 N LINCOLN ST
Date Inspected: 07/09/2010
Inspectors: Robert Hoole
Primary Heat Source: Electric
Property Zoning: RH
Number of Stories: 2

Number of Units/Structures: 1 / 1
Number of Bedrooms: 2
Max # of Occupants: 4
Foundation Type: Crawl Space
Attic Access: Yes
Accessory Structure:

REINSPECTION REQUIRED

This report is your final notice from the Housing and Neighborhood Development Office that this rental property continues to be in violation of the Housing-Property Maintenance Code of Bloomington.

If you have made all of the repairs on this report, contact our office immediately to schedule the required re-inspection.

Failure to make repairs or to schedule the required re-inspection will result in this matter being referred to the City Legal Department. Legal action may be initiated against you under Section 16.12.100 of the Bloomington Municipal Code.

It is your responsibility to contact the Housing and Neighborhood Development Office to schedule the required re-inspection. Our mailing address and telephone number are listed below.

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INTERIOR

Egress window requirements at the time of construction (1990):

Height: 24 inches
Width: 20 inches
Sill Height: 44 inches maximum
Openable Area: 5.7 sq. ft.

1st floor ½ bath

Thoroughly clean and service the furnace. Documentation from a professional HVAC contractor for this service is acceptable and encouraged. PM-603.1

Rear bedroom / bath (11 x 13)

Existing Egress Window Measurements:

Height: 20 ½ inches
Width: 34 inches
Sill Height: 36 inches
Openable Area: 4.84sq. ft.

The egress window does not meet the minimum code requirements for the time the structure was built. For that reason, the City cannot issue a rental permit until either the window is altered or replaced to meet the code requirement at the time of construction, or, you apply for an egress variance with the Indiana Fire and Building Safety Commission. PM-702.4

The State variance application forms are available at the *Department of Homeland Security* on the *Fire Prevention and Building Safety Commission*'s web site at www.in.gov/dhs/2375.htm. Scroll down to *Downloadable Forms and Documents* and click on *Variance Application and Instructions*. If you need any further clarification, the Commission can be reached at 317.233.5341.

Front bedroom / bath (13 x 11)

Existing Egress Window Measurements:

Height: 20 ½ inches
Width: 34 inches
Sill Height: 36 inches
Openable Area: 4.84sq. ft.

The egress window does not meet the minimum code requirements for the time the structure was built. For that reason, the City cannot issue a rental permit until either the window is altered or replaced to meet the code requirement at the time of construction, or, you apply for an egress variance with the Indiana Fire and Building Safety Commission. PM-702.4

The State variance application forms are available at the *Department of Homeland Security* on the *Fire Prevention and Building Safety Commission's* web site at www.in.gov/dhs/2375.htm. Scroll down to *Downloadable Forms and Documents* and click on *Variance Application and Instructions*. If you need any further clarification, the Commission can be reached at 317.233.5341.

OTHER REQUIREMENTS:

The following documents were not provided to the office or reviewed by the inspector within 60 days of the date of the inspection, and as such a fine will be levied:

- **A completed copy of the Tenants & Owners Rights and Responsibilities Summary BMC16.12.050 (d).**
- **Inventory & Damage List: The owner or his agent shall contact the tenant and arrange a joint inspection of the premises to occur within ten days of the tenant's occupancy of the rental unit. The owner or his agent and the tenant shall at that time jointly complete an inventory and damage list, and this shall be signed by all parties to the tenancy agreement. Duplicate copies of the inventory and damage list shall be retained by all parties and shall be deemed a part of the tenancy agreement
BMC16.12.040**

When issued, a copy of the new Rental Occupancy Permit shall be posted as required by BMC 16.12.080 (b): All rental units shall be required to have a current occupancy permit displayed in an accessible location inside the unit. The permit shall contain the name of the owner or his agent and the expiration date of the permit. BMC 16.12.080 (b)



City of Bloomington
H.A.N.D.

**Board of Housing Quality Appeals
Staff Report: Petition for Extension of Time**

Meeting Date: March 09, 2011

Petition Type: An extension of time to complete repairs

Petition Number: 11-TV-33

Address: 558 Graham Place

Petitioner: Ryan Brooks

Inspector: Maria McCormick

Staff Report: During the cycle inspection it was noted that this property had bedroom egress windows that did not meet size requirements for the time of construction. The petitioner is requesting an extension of time to secure a variance from the State of Indiana. The petitioner submitted his application to the state on January 12, 2011, all other violations have been complied and re-inspected.

The emergency egress window does not meet the minimum requirements for a multi-unit structure built in 1983:

Openable area required: 4.75 sq. ft.
Clear width required: 18"
Clear height required: 24"
Maximum sill height: 44" above finished floor

Existing area: 4.45 sq. ft.
Existing width: 30 1/2"
Existing height: 21"
Existing sill: 31" above finished floor

Staff recommendation: Grant the extension of time.

Conditions: All repairs must be completed and re-inspected no later than the deadline stated below, or this case will be turned over to the City of Bloomington Legal Department for further action including the possibility of fines.

Compliance Deadline: March 31, 2011

Attachments: Application of Appeal, Cycle Report



Swift
130

**Application For Appeal
To The
Board of Housing Quality Appeals
P.O. Box 100
Bloomington, IN 47402
812-349-3420
hand@bloomington.in.gov**

RECEIVED
JAN 31 2011

Property Address: 558 Graham Place, Bloomington, IN 47401

BY: _____

Petitioner's Name: Ryan Brooks/Owner, Brooks-Dunn LLC

Address: PO Box 1786

City: Martinsville

State: Indiana

Zip Code: 46151

Phone Number: (317) 513-9475

E-mail Address: cbbrooks@hotmail.com

Owner's Name: Brooks-Dunn LLC

Address: See Above

City: _____

State: _____

Zip Code: _____

Phone Number: _____

E-mail Address: _____

Occupants: Daniel Kluesinger

The following conditions must be found in each case in order for the Board to consider the request:

1. That the exception is consistent with the intent and purpose of the housing code and promotes public health, safety, and general welfare.
2. That the value of the area about the property to which the exception is to apply will not be adversely affected.

Identify the variance type that you are requesting from the following drop down menu:

Variance Type: An extension of time to complete repairs. (Petition Type: TV)

Reminder:

A \$20.00 filing fee must be submitted with the Appeal Application or the application will not be considered to be complete! A completed application has to be submitted prior to the meeting application deadline in order to be placed on that months agenda!

(Will be assigned by BHQA)

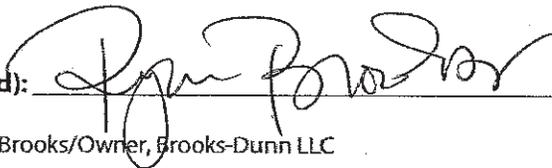
11-TV-33

Petition Number: _____

In the space provided below please write a brief narrative regarding your request. Be specific as to what you are requesting, the reason(s) or justification(s) for your request, the amount of time needed to bring the property into compliance, as well as any modifications and/or alterations you are suggesting. The following information must be included dependent upon the type of variance you are requesting:

- A. An extension of time to complete repairs. (Petition type: TV)
 - 1. Specify the items that need the extension of time to complete.
 - 2. Explain why the extension is needed.
 - 3. Specify the time requested.
- B. A modification or exception to the Housing Property Maintenance Code. (Petition type: V)
 - 1. Specify the code reference number you are appealing.
 - 2. Detail why you are requesting the variance.
 - 3. Specify the modifications and or alterations you are suggesting.
- C. Relief from an administration decision. (Petition type: AA)
 - 1. Specify the decision being appealed and the relief you are seeking.
- D. Rescind a variance. (Petition type: RV)
 - 1. Detail the existing variance.
 - 2. Specify the reason the variance is no longer needed.

A) I am requesting additional time to complete the variance requirement in your inspection report. I have completed all variance forms and notified both the building and fire department in Bloomington. I have spoken with Jim Gerstbauer in the building inspection department who told me that he sees no reason the variance will not be granted. The windows in my unit are very close to the guideline and anything this close has always been granted variance in the past. The State of Indiana has told me that the variance process could take up to six months. I am asking for an extension simply to allow this process to be completed. As soon as I receive the variance in the mail from the State, I will forward a copy to your office. All other items in the inspection report have been completed and re-inspected by your office. Attached with this time extension request is a copy of the variance application I sent to the State. Feel free to contact me if you have any questions on this request. I can be reached via cell at 317-513-9475.

Signature (Required): 
Name (Print): Ryan Brooks/Owner, Brooks-Dunn LLC **Date:** 1/31/11

Important information regarding this application format:
1. This form is designed to be filled out electronically, printed, then returned/submitted manually (e.g. postal mail).
2. This document may be saved on your computer for future use, however, any data that you have entered will not be saved.





APPLICATION FOR VARIANCE

Slate Form 44400 (R5 / 10-10)
Approved by State Board of Accounts, 2008

INDIANA DEPARTMENT OF HOMELAND SECURITY
CODE SERVICES SECTION
402 West Washington Street, Room W246
Indianapolis, IN 46204-2739
http://www.in.gov/dhs/fire/fp_bs_comm_code/



INSTRUCTION: Please refer to the attached four (4) page instructions.
Attach additional pages as needed to complete this application.

Variance number (Assigned by department)

1. APPLICANT INFORMATION (Person who would be in violation if variance is not granted; usually this is the owner)		
Name of the applicant Ryan Brooks - Majority Member	Title Member/Owner	
Name of organization Brooks-Dunn LLC	Telephone number (317) 513-9475	
Address (number and street, city, state, and ZIP code) PO Box 1786, Martinsville, IN 46151		
2. PERSON SUBMITTING APPLICATION ON BEHALF OF THE APPLICANT (If not submitted by the applicant)		
Name of person on behalf of the applicant N/A	Title	
Name of organization	Telephone number ()	
Address (number and street, city, state, and ZIP code)		
3. DESIGN PROFESSIONAL OF RECORD (If applicable)		
Name of design professional N/A	License number	
Name of organization	Telephone number ()	
Address (number and street, city, state, and ZIP code)		
4. PROJECT IDENTIFICATION		
Name of project Timber Ridge Townhomes	State project number	County Monroe
Site address (number and street, city, state, and ZIP code) 558 E Graham Place, Bloomington, IN 47401		
Type of project: <input type="checkbox"/> New <input type="checkbox"/> Addition <input type="checkbox"/> Alteration <input type="checkbox"/> Change of occupancy <input checked="" type="checkbox"/> Existing		
5. REQUIRED ADDITIONAL INFORMATION		
The following required information has been included with this application (check as applicable):		
<input checked="" type="checkbox"/> A check made payable to the Indiana Department of Homeland Security for the appropriate amount. (see instructions)		
<input type="checkbox"/> One (1) set of plans or drawings and supporting data that describe the area affected by the requested variance and any proposed alternatives.		
<input checked="" type="checkbox"/> Written documentation showing that the local fire official has received a copy of the variance application.		
<input checked="" type="checkbox"/> Written documentation showing that the local building official has received a copy of the variance application.		
6. VIOLATION INFORMATION		
Has the Plan Review Section of the Division of Fire & Building Safety issued a Correction Order? <input type="checkbox"/> Yes (if yes, attach a copy of the Correction Order) <input checked="" type="checkbox"/> No		
Has a violation been issued? <input type="checkbox"/> Yes (if yes, attach a copy of the Violation and answer the following) <input checked="" type="checkbox"/> No		
Violation issued by: <input type="checkbox"/> Local Building Department <input type="checkbox"/> State Fire and Building Code Enforcement Section <input type="checkbox"/> Local Fire Department		

7. DESCRIPTION OF REQUESTED VARIANCE

Name of code or standard and edition involved Bloomington Municipal Code	Specific code section BMC - 16.02.040 (b)
Nature of non-compliance (include a description of spaces, equipment, etc. involved as necessary) City of Bloomington did a recent inspection for my updated rental permit and cited two windows for a code violation of 1983 building standards. Openable area required needed to be 4.75 sqft and my two windows only have an openable area of 4.45 sqft. I have attached a copy of the section from my inspection report from Bloomington concerning the two windows to this application.	

8. DEMONSTRATION THAT PUBLIC HEALTH, SAFETY, AND WELFARE WILL BE PROTECTED

Select one of the following statements:

- Non-compliance with the rule will not be adverse to the public health, safety or welfare; or
- Applicant will undertake alternative actions in lieu of compliance with the rule to ensure that granting of the variance will not be adverse to public health, safety, or welfare. Explain why alternative actions would be adequate (be specific).

Facts demonstrating that the above selected statement is true:

This building, with its windows, has been acceptable to my knowledge for the past 28 years. It is only since this recent update of my rental permit that a code violation was brought to my attention. The variance between the actual window and the building code requirement is so small, I can't believe it would cause anyone a problem in the event of a fire.

9. DEMONSTRATION OF UNDUE HARDSHIP OR HISTORICALLY SIGNIFICANT STRUCTURE

Select at least one of the following statements:

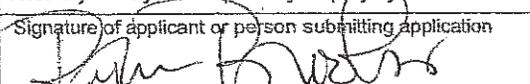
- Imposition of the rule would result in an undue hardship (unusual difficulty) because of physical limitations of the construction site or its utility services.
- Imposition of the rule would result in an undue hardship (unusual difficulty) because of major operational problems in the use of the building or structure.
- Imposition of the rule would result in an undue hardship (unusual difficulty) because of excessive costs of additional or altered construction elements.
- Imposition of the rule would prevent the preservation of an architectural or a historically significant part of the building or structure.

Facts demonstrating that the above selected statement is true:

Alteration of the space would require significant cost to change the exterior, including the roof. This is a multi-family townhome community. Requiring an alteration would also involve receiving a variance from the homeowner's association for altering my unit to look different from the rest of the community. This may not be approved by the association and legal expenses fighting for this HOA variance could become excessive.

10. STATEMENT OF ACCURACY

I hereby certify under penalty of perjury that the information contained in this application is accurate.

Signature of applicant or person submitting application 	Please print name Ryan Brooks - Majority Member	Date of signature (month, day, year) 1/12/2011
Signature of design professional (if applicable)	Please print name	Date of signature (month, day, year)

11. STATEMENT OF AWARENESS (if the application is submitted on the applicant's behalf, the applicant must sign the following statement)

I hereby certify under penalty of perjury that I am aware of this request for variance and that this application is being submitted on my behalf.

Signature of applicant	Please print name	Date of signature (month, day, year)
------------------------	-------------------	--------------------------------------

The emergency egress window does not meet the minimum requirements for a multi-unit structure built in 1983:

Openable area required: 4.75 sq. ft.

Existing area: 4.45 sq. ft.

Clear width required: 18"

Existing width: 50"

Clear height required: 24"

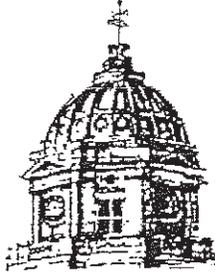
Existing height: 21"

Maximum sill height: 44" above finished floor

Existing sill: 31" above finished floor

The emergency egress window does not meet the minimum code requirements for the time the structure was built. For that reason, the City will not issue a rental permit until either the window is altered or replaced to meet the code requirement at the time of construction, or you apply for an egress variance with the Indiana Fire and Building Safety Commission. BMC-16.02.040 (b).

The State variance application forms are available at the *Department of Homeland Security* on the *Fire Prevention and Building Safety Commission's* web site at www.in.gov/dhs/2375.htm. Scroll down to *Downloadable Forms and Documents* and click on *Variance Application and Instructions*. If you need any further clarification, the Commission can be reached at 317.233.5341.



Monroe County Building Department

Courthouse, Room 310
Bloomington, IN 47404
(812) 349-2580 Fax (812) 349-2967

January 12, 2011

Indiana Department of Homeland Security
Fire Prevention & Building Safety Commission
402 West Washington Street - Rm. W246
Indianapolis, IN 46204-2739

RE: Variance Application Acknowledgement

Timber Ridge Townhomes
558 East Graham Place
Bloomington, IN 47404
MONROE COUNTY

Applicant: Ryan Brooks / Brooks-Dunn LLC
P.O. Box 1786
Martinsville, IN 46151

This is to acknowledge I have been made aware of a variance application for the above-specified location requesting variance to the window opening size requirement in the code. This project is existing construction (built 1983), and has been approved by the City of Bloomington on multiple routine property maintenance code inspections over the years.

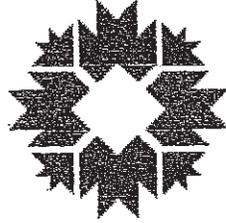
The Monroe County Building Department supports this request for variance, and recommends approval as submitted.

Respectfully,

Jim Gerstbauer, CBO
Monroe County / City of Bloomington
Building Commissioner

cc: State
file

City of Bloomington Fire Department



Mayor Mark Kruzan
Chief Roger Kerr

Bloomington Fire Department
300 E. 4th Street
Bloomington, IN 47402

(812) 332-9763
(812) 332-9764 FAX

1/13/2011

Indiana Department of Home land Security
Fire Prevention & Building Safety Commission
402 West Washington St -- Rm W246
Indianapolis IN 46204-2739

RE: Variance Application Acknowledgement

Person requesting variance:
Ryan Books

Site:

558 E Graham Place
Bloomington, IN 47401

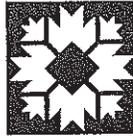
Project# N/A

This is acknowledgement of the request for variance for the above project

Sincerely,

A handwritten signature in black ink that reads "Timothy R. Clapp". The signature is written in a cursive, flowing style.

Tim Clapp
Bloomington Fire Department
Fire Inspection Officer
(812) 349-3889 (O)
(812) 349-3885 (F)
E-mail: clappt@bloomington.in.gov



**City of Bloomington
Housing and Neighborhood Development**

Cycle Report

460

OWNERS

BROOKS, RYAN
P.O. BOX 1786
MARTINSVILLE, IN 46151

Prop. Location: 558 E GRAHAM PL
Date Inspected: 12/03/2010
Inspectors: Maria McCormick
Primary Heat Source: Electric
Property Zoning: RM
Number of Stories: 2

Number of Units/Structures: 1 / 1
Number of Bedrooms: 3
Max # of Occupants: 5
Foundation Type: Basement
Attic Access: Yes
Accessory Structure: None

INTERIOR:

Main Level -

Entryway:

Replace the damaged floor vent. Install a vent cover that is approved for use in a floor application. PM-603.1

Half Bath:

No violation noted.

Kitchen:

Replace the old fire extinguisher dated 1976. A minimum **1A 10BC** classification fire extinguisher shall be **mounted in a visible, accessible location, in or adjacent to the kitchen, away from the range, and in the path of egress.** The securing mechanism must be no more than 5 feet above the floor. All fire extinguishers must be inspected every 30 days and a record of that inspection shall be kept. Metal head extinguishers shall be subjected to maintenance at intervals of not more than one (1) year and shall have a tag or label securely attached that indicates the month and year the maintenance was performed as well as the identity of the person/company performing the service. Metal head extinguishers must be recharged every six years and hydro-tested every 12 years per NFPA-10. Plastic head extinguishers must be replaced every 12 years per NFPA-10. PM-704.3

Properly re-caulk around the countertop to eliminate water infiltration. PM-304.3

127

13/1/11

Living Room/Dining Area 25-7 x 13-7:

C Repair the surface of the ceiling to be free of holes, cracks, peeling paint and sagging materials. The ceiling is damaged at the entrance to the dining area. PM-304.3

Upper Level -

Rear Bedroom 11-3 x 7-8:

C Repair the surface of the ceiling to be free of holes, cracks, peeling paint and sagging materials. The crack located in the north wall where the wall meets the ceiling. PM-304.3

The emergency egress window does not meet the minimum requirements for a multi-unit structure built in 1983:

NC

Openable area required: 4.75 sq. ft.
Clear width required: 18"
Clear height required: 24"
Maximum sill height: 44" above finished floor

Existing area: 4.45 sq. ft.
Existing width: 30 1/2"
Existing height: 21"
Existing sill: 31" above finished floor

The emergency egress window does not meet the minimum code requirements for the time the structure was built. For that reason, the City will not issue a rental permit until either the window is altered or replaced to meet the code requirement at the time of construction, or you apply for an egress variance with the Indiana Fire and Building Safety Commission. BMC-16.02.040 (b).

The State variance application forms are available at the *Department of Homeland Security* on the *Fire Prevention and Building Safety Commission's* web site at www.in.gov/dhs/2375.htm. Scroll down to *Downloadable Forms and Documents* and click on *Variance Application and Instructions*. If you need any further clarification, the Commission can be reached at 317.233.5341.

Bathroom:

C Seal the base of shower surround at the top of the tub. PM-304.1

C Remove the deteriorated caulk and re-seal the base of shower surround at the top of the tub. PM-304.1

C Properly re-caulk around the countertop to eliminate water infiltration. PM-304.3

Front Bedroom 13-7 x 9-6:

C Repair the surface of the ceiling to be free of holes, cracks, peeling paint and sagging materials. The crack located in the north wall where the wall meets the ceiling. PM-304.3

The emergency egress window does not meet the minimum requirements for a multi-unit structure built in 1983:

NC

Openable area required: 4.75 sq. ft.
Clear width required: 18"

Existing area: 4.45 sq. ft.
Existing width: 30 1/2"

Clear height required: 24"

Maximum sill height: 44" above finished floor

Existing height: 21"

Existing sill: 31" above finished floor

131/11
NC
The emergency egress window does not meet the minimum code requirements for the time the structure was built. For that reason, the City will not issue a rental permit until either the window is altered or replaced to meet the code requirement at the time of construction, or you apply for an egress variance with the Indiana Fire and Building Safety Commission. BMC-16.02.040 (b).

The State variance application forms are available at the *Department of Homeland Security* on the *Fire Prevention and Building Safety Commission's* web site at www.in.gov/dhs/2375.htm. Scroll down to *Downloadable Forms and Documents* and click on *Variance Application and Instructions*. If you need any further clarification, the Commission can be reached at 317.233.5341.

Basement –

Main Room 19-3 x 13-9:

No violation noted.

Bathroom:

C Seal edge of floor covering adjacent to bathtub. PM-304.1

C Properly re-caulk around the countertop to eliminate water infiltration. PM-304.3

Laundry/Mechanical Room:

No violation noted.

EXTERIOR:

No violation noted.

OTHER REQUIREMENTS:

Required documentation:

C A completed copy of the Tenants and Owners Rights and Responsibilities Summary must be provided to this office or reviewed with the inspector within 60 days of the date of the inspection or a \$25.00 fine will be levied. BMC 16.12.050 (d)

Required documentation:

C The owner or his agent shall contact the tenant and arrange a joint inspection of the premises to occur within ten days of the tenant's occupancy of the rental unit. The owner or his agent and the tenant shall at that time jointly complete an inventory and damage list, and this shall be signed by all parties to the tenancy agreement. Duplicate copies of the inventory and damage list shall be retained by all parties and shall be deemed a part of the tenancy agreement. **A completed copy of the Inventory & Damage List must be provided to the office or reviewed with the inspector within 60 days of the date of the inspection or a \$25.00 fine will be levied. BMC16.12.040**

When issued, a copy of the new Rental Occupancy Permit shall be posted as required by BMC 16.12.080 (b): All rental units shall be required to have a current occupancy permit displayed in an accessible location inside the unit. The permit shall contain the name of the owner or his agent and the expiration date of the permit. BMC 16.12.080 (b)



City of Bloomington
H.A.N.D.

**Board of Housing Quality Appeals
Staff Report: Petition for Extension of Time**

Meeting Date: March 9, 2011
Petition Type: An extension of time to complete repairs
Petition Number: 11-TV-34
Address: 2418 E. 4th Street
Petitioner: Jessie Rome (on behalf of Diane Hoff)
Inspector: Jo Stong
Staff Report: January 18, 2011: Conducted cycle inspection
January 25, 2011: Sent cycle report
February 4, 2011: Received appeal

During a cycle inspection violations of the Property Maintenance Code were found, including a water-damaged ceiling and damaged guttering. The petitioner is seeking an extension of time for these two repairs.

Staff recommendation: Grant the extension of time.
Conditions: All repairs must be completed and re-inspected no later than the deadline stated below, or this case will be turned over to the City of Bloomington Legal Department for further action including the possibility of fines.
Compliance Deadline: May 31, 2011
Attachments: Cycle report, application for appeal



Application For Appeal
To The
Board of Housing Quality Appeal
P.O. Box 100
Bloomington, IN 47402
812-349-3420
hand@bloomington.in.gov

RECEIVED
FEB 04 2011

BY: _____

Property Address: 2418 E 4th St, Bloomington, IN 47408

Petitioner's Name: Jessie Rome (on behalf of Diane Hoff)

Address: 2418 E 4th St

City: Bloomington State: Indiana Zip Code: 47408

Phone Number: 5419081098 E-mail Address: jessie.a.rome@gmail.com

Owner's Name: Diane Hoff

Address: PO Box 525

City: Monroe State: Oregon Zip Code: 97456

Phone Number: 5419081966 E-mail Address: dianehoff@hotmail.com

Occupants: Jessie Rome, Brent Stephens, Marta Shocket

The following conditions must be found in each case in order for the Board to consider the request:

1. That the exception is consistent with the intent and purpose of the housing code and promotes public health, safety, and general welfare.
2. That the value of the area about the property to which the exception is to apply will not be adversely affected.

Identify the variance type that you are requesting from the following drop down menu:

Variance Type: An extension of time to complete repairs. (Petition Type: TV)

Reminder:
A \$20.00 filing fee must be submitted with the Appeal Application or the application will not be considered to be complete! A completed application has to be submitted prior to the meeting application deadline in order to be placed on that months agenda!

#ck# 213 enclosed

(Will be assigned by BHQA)
11-TV-34
Petition Number: _____

In the space provided below please write a brief narrative regarding your request. Be specific as to what you are requesting, the reason(s) or justification(s) for your request, the amount of time needed to bring the property into compliance, as well as any modifications and/or alterations you are suggesting. The following information must be included dependent upon the type of variance you are requesting:

- A. An extension of time to complete repairs. (Petition type: TV)
 - 1. Specify the items that need the extension of time to complete.
 - 2. Explain why the extension is needed.
 - 3. Specify the time requested.
- B. A modification or exception to the Housing Property Maintenance Code. (Petition type: V)
 - 1. Specify the code reference number you are appealing.
 - 2. Detail why you are requesting the variance.
 - 3. Specify the modifications and or alterations you are suggesting.
- C. Relief from an administration decision. (Petition type: AA)
 - 1. Specify the decision being appealed and the relief you are seeking.
- D. Rescind a variance. (Petition type: RV)
 - 1. Detail the existing variance.
 - 2. Specify the reason the variance is no longer needed.

A.

1. Almost all items on the Cycle Report dated 1/25/11 can be repaired prior to 3/25/11. The following items need the extension of time to complete: repair to Living Room ceiling (PM-303-3), repair to exterior gutters (303.7).

2. Due to weather conditions during the winter, gutter and living room ceiling work should be completed in warmer weather. Although we can patch the living room ceiling for inspection purposes, the owner would like to repair and replace the living room ceiling so that additional patches will not be necessary in the future. Since repair to the ceiling will open the living room to the attic space, warmer weather will allow for better working conditions, as well as limit the loss of heat from the main part of the house during this work.

Additionally, it is necessary for gutter work to be completed when snow/ice are not impeding this repair, which can be completed after stretches of warmer weather.

3. The owner has scheduled ceiling and gutter work to be completed in May 2011. We request that the inspection for living room and gutter repair be completed after this time. The owner will complete all other repairs on the cycle report prior to March 25, 2011.

Signature (Required): Jessie A Rome

Name (Print): Jessie A. Rome Date: 1/31/2011

Important information regarding this application format:

- 1. This form is designed to be filled out electronically, printed, then returned/submitted manually (e.g. postal mail).
- 2. This document may be saved on your computer for future use, however, any data that you have entered will not be saved.





City of Bloomington
Housing and Neighborhood Development

Cycle Report

8462

OWNERS

HOFF-ROME, DIANE M.
P.O. BOX 525
MONROE, OR 97456

AGENT

ROME, JESSIE A.
2418 E. 4TH STREET
BLOOMINGTON IN 47408

Prop. Location: 2418 E 4TH ST
Date Inspected: 01/18/2011
Inspectors: Jo Stong
Primary Heat Source: Gas
Property Zoning: RC
Number of Stories: 1

Number of Units/Structures: 1 / 1
Number of Bedrooms: 3
Max # of Occupants: 3
Foundation Type: Slab
Attic Access: Yes
Accessory Structure: None

INTERIOR:

Entry:

No violations noted.

Half Bath:

No violations noted.

Living Room (17-4 x 17-2):

All fireplaces/wood stoves shall be inspected, cleaned and serviced or shall be permanently sealed to prevent use. Servicing shall include the firebox, damper, chimney and or the flue. Cleaning by professional service is highly recommended. PM-603.1

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Repair the ceiling around the heat ducts where the plaster is crumbling. Scrape and paint ceiling where paint is peeling. PM-304.3

Kitchen (11-4 x 9-0):

Properly ground the electrical receptacles. If the receptacles are on an ungrounded system, it is acceptable to install 2-pole, ungrounded receptacles, or GFCI receptacles. PM-605.1

Laundry/Mechanical Room:

Thoroughly clean and service the furnace, inspect and test shut off valves for proper operation. Documentation from a professional HVAC contractor for this service is acceptable and encouraged. Servicing shall include a test for carbon monoxide. Acceptable levels of carbon monoxide are as follows:

Desired level:	0 parts per million (ppm)	
Acceptable level in a living space:	9 ppm	
Maximum concentration for flue products:	50 ppm	PM-603.1

Dining Room (10-6 x 10-0):

No violations noted.

Hallway:

No violations noted.

Hall Bathroom:

Replace non-functioning or incorrectly wired electrical receptacle with a GFCI-protected receptacle(s), per Indiana Electric Code requirements. PM-605.1

East Bedroom (10-7 x 9-9):

No violations noted.

Existing Egress Window Measurements (sliding):

Height: 45 inches

Width: 15 inches

Sill Height: 36 inches

Openable Area: 4.68 sq. ft.

At the time this structure was built, there were no code requirements for emergency egress for a sleeping room. The Housing & Neighborhood Development Department strongly recommends that the sleeping room egress windows be modified or replaced with a larger window to aid in emergency escape. BMC-16.04.040 (b)

Southwest Bedroom (11-7 x 9-3):

No violations noted.

Existing Egress Window Measurements (double-hung; both sashes removable):

Height: 44 inches

Width: 31 ½ inches

Sill Height: 35 inches

Openable Area: 9.62 sq. ft.

Note: These measurements are for reference only. There is no violation of the emergency egress requirements.

East Hall Entry:

Install a closing device on the storm door. PM-102.8 & PM-303.15

Southeast Bedroom (15-0 x 9-9):

No violations noted.

Note: A door leading directly to the exterior serves as the emergency egress for this sleeping room.

EXTERIOR:

Repair all damaged gutters to function as intended. 303.7

OTHER REQUIREMENTS:

Required documentation:

A completed copy of the Tenants & Owners Rights and Responsibilities Summary must be provided to the office or reviewed with the inspector within 60 days of the date of the inspection or a \$25.00 fine will be levied. BMC16.12.050 (d).

Required documentation:

The owner or his agent shall contact the tenant and arrange a joint inspection of the premises to occur within ten days of the tenant's occupancy of the rental unit. The owner or his agent and the tenant shall at that time jointly complete an inventory and damage list, and this shall be signed by all parties to the tenancy agreement. Duplicate copies of the inventory and damage list shall be retained by all parties and shall be deemed a part of the tenancy agreement. A completed copy of the Inventory & Damage List must be provided to the office or reviewed with the inspector within 60 days of the date of the inspection or a \$25.00 fine will be levied. BMC16.12.040

When issued, a copy of the new Rental Occupancy Permit shall be posted as required by BMC 16.12.080 (b): All rental units shall be required to have a current occupancy permit displayed in an accessible location inside the unit. The permit shall contain the name of the owner or his agent and the expiration date of the permit. BMC 16.12.080 (b)

Thank you for your cooperation in the Residential Rental Occupancy Permit Program.



City of Bloomington
H.A.N.D.

**Board of Housing Quality Appeals
Staff Report: Petition for Extension of Time**

Meeting Date: March 9, 2011

Petition Type: An extension of time to complete repairs

Petition Number: 11-TV-36

Address: 909 W Ralston Dr.

Petitioner: Kendra Dazey w/ Indiana Realty Partners

Inspector: Sean Person

Staff Report: October 08, 2010 Cycle Inspection conducted
 October 29, 2010 Report sent
 January 4, 2011 RV report sent
 January 30, 2011 Started legal
 February 8, 2011 Received appeal and fee

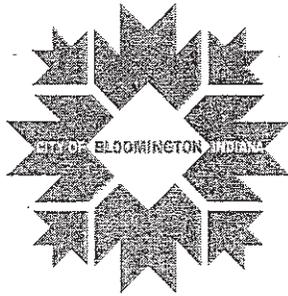
The petitioner has requested additional time until April 15, 2011 to make repairs. The tenant has not allowed access for repairs to be made.

Staff recommendation: Grant the extension of time.

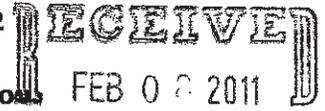
Conditions: All repairs must be completed and re-inspected no later than the deadline stated below, or this case will be turned over to the City of Bloomington Legal Department for further action including the possibility of fines.

Compliance Deadline: April 15, 2011

Attachments: Cycle Inspection report, Petitioners letter



**Application For Appeal
To The
Board of Housing Quality Appeals
P.O. Box 100
Bloomington, IN 47402
812-349-3420
hand@bloomington.in.gov**



Property Address: 909 W. Ralston Rd. Bloomington, IN

BY: _____

Petitioner's Name: Kendra Dazey w/ Indiana Realty Partners (property manager)

Address: P.O. Box 781168

City: Indianapolis

State: Indiana

Zip Code: 46278

Phone Number: (317) 297-5459

E-mail Address: kdazey@indianarealtypartners.com

Owner's Name: Donna Dazey-Wieser

Address: 1658 Presto Ave.

City: Speedway

State: Indiana

Zip Code: 46224

Phone Number: _____

E-mail Address: _____

Occupants: James & Amanda Neal

The following conditions must be found in each case in order for the Board to consider the request:

1. That the exception is consistent with the intent and purpose of the housing code and promotes public health, safety, and general welfare.
2. That the value of the area about the property to which the exception is to apply will not be adversely affected.

Identify the variance type that you are requesting from the following drop down menu:

Variance Type: An extension of time to complete repairs. (Petition Type: TV)

Reminder:
A \$20.00 filing fee must be submitted with the Appeal Application or the application will not be considered to be complete! A completed application has to be submitted prior to the meeting application deadline in order to be placed on that months agenda!

(Will be assigned by BHQA)

11-TV-36

Petition Number: _____

In the space provided below please write a brief narrative regarding your request. Be specific as to what you are requesting, the reason(s) or justification(s) for your request, the amount of time needed to bring the property into compliance, as well as any modifications and/or alterations you are suggesting. The following information must be included dependent upon the type of variance you are requesting:

- A. An extension of time to complete repairs. (Petition type: TV)
 - 1. Specify the items that need the extension of time to complete.
 - 2. Explain why the extension is needed.
 - 3. Specify the time requested.
- B. A modification or exception to the Housing Property Maintenance Code. (Petition type: V)
 - 1. Specify the code reference number you are appealing.
 - 2. Detail why you are requesting the variance.
 - 3. Specify the modifications and or alterations you are suggesting.
- C. Relief from an administration decision. (Petition type: AA)
 - 1. Specify the decision being appealed and the relief you are seeking.
- D. Rescind a variance. (Petition type: RV)
 - 1. Detail the existing variance.
 - 2. Specify the reason the variance is no longer needed.

Request is being made to extend the time to complete repairs until 4/15/2011. Tenant has been non-compliant in letting us complete repairs to home. Eviction hearing is currently scheduled for 02/18/2011. I do anticipate having to utilize the sheriff's department to assist with the eviction and vacating the home. All repairs needed will be completed at that time. I hope to have them completed sooner than 4/15/11, but asked for time extended to this date due to unknown future date of possession & unknown condition is which we will find the home once vacated.

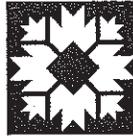
Signature (Required): Kendra Dazey

Name (Print): Kendra Dazey Date: 2/4/11

Important information regarding this application format:

- 1. This form is designed to be filled out electronically, printed, then returned/submitted manually (e.g. postal mail).
- 2. This document may be saved on your computer for future use, however, any data that you have entered will not be saved.

Print Form



OCT 29 2010 **City of Bloomington**
Housing and Neighborhood Development

Cycle Report

7200

OWNERS

DAZEY-WIESER, DONNA
1658 PRESTO AVENUE
SPEEDWAY, IN 46224

Prop. Location: 909 W RALSTON DR
Date Inspected: 10/08/2010
Inspectors: Sean Person
Primary Heat Source: Gas
Property Zoning: RS
Number of Stories: 1

Number of Units/Structures: 1 / 1
Number of Bedrooms: 3
Max # of Occupants: 3
Foundation Type: Basement
Attic Access: No
Accessory Structure: Garage

INTERIOR

Living Room (15-3 x 15-8)
No violations noted.

Hallway
No violations noted.

Bedroom (12-6 x 9-6)
The clear opening area for the emergency egress window shall not be blocked by furniture or storage. PM-102.3 & PM-702.4

Existing Egress Window Measurements:

Height: 20 inches
Width: 27 inches
Sill Height: 25 inches
Openable Area: 3.75 sq. ft.

Note: These measurements are for reference only. There is no violation of the emergency egress requirements.

Study (12-8 x 9-2)

140

Every door shall have a functioning locking device, door hinge, and door latch and shall be maintained in good condition. PM-303.15 & PM-702.3

Kitchen (9-9 x 9-9)

All fire extinguishers must be inspected every 30 days and a record of that inspection shall be kept. Metal head extinguishers shall be subjected to maintenance at intervals of not more than one (1) year and shall have a tag or label securely attached that indicates the month and year the maintenance was performed as well as the identity of the person/company performing the service. Metal head extinguishers must be recharged every six years and hydro-tested every 12 years per NFPA-10. Plastic head extinguishers must be replaced every 12 years per NFPA-10. PM-704.3

Bathroom

Clean the bathroom exhaust fan. PM-403.3

Properly re-caulk around the tub/shower. PM-303.13.1

Replace non-functioning or incorrectly wired electrical receptacle with a GFCI-protected receptacle(s), per Indiana Electric Code requirements. PM-605.1

Bedroom (10-6 x 12-1)

Existing Egress Window Measurements:

Height: 20 inches

Width: 27 inches

Sill Height: 25 inches

Openable Area: 3.75 sq. ft.

Note: These measurements are for reference only. There is no violation of the emergency egress requirements.

At the time this structure was built, there were no code requirements for emergency egress for a sleeping room. The Housing & Neighborhood Development Department strongly recommends that the sleeping room egress windows be modified or replaced with a larger window to aid in emergency escape. BMC-16.04.040 (b)

Storage Area

Properly repair or replace damaged or deteriorated walls and ceiling. These items must be done in a workmanlike manner and includes but is not limited to all damaged or deteriorating wallboard and structural members. PM-102.8, PM-303.1 & PM-304.2, & PM-304.3

Basement

Thoroughly clean and service the furnace, inspect and test shut off valves for proper operation. Documentation from a professional HVAC contractor for this service is acceptable and encouraged. Servicing shall include a test for carbon monoxide. Acceptable levels of carbon monoxide are as follows:

Desired level: 0 parts per million (ppm)

Acceptable level in a living space: 9 ppm
Maximum concentration for flue products: 50 ppm
PM-603.1

A junction box shall be supplied at each conductor splice. PM-605.1

EXTERIOR

Repair the broken window. PM-303.13

Clean debris from the roof, gutters and downspouts. PM-303.7

Garage

Repair or replace damaged or deteriorating roofing. This is to be done in a workmanlike manner and includes but is not limited to damaged or deteriorating roofing material, sheathing, and all structural members. PM-303.4 & PM-303.7

Properly repair or replace damaged/deteriorated soffit/fascia in a manner that seals all openings. PM-303.6 & PM-303.7

OTHER REQUIREMENTS

Required documentation:

A completed copy of the Tenants and Owners Rights and Responsibilities Summary must be provided to this office or reviewed with the inspector within 60 days of the date of the inspection or a \$25.00 fine will be levied. BMC 16.12.050 (d)

Required documentation:

The owner or his agent shall contact the tenant and arrange a joint inspection of the premises to occur within ten days of the tenant's occupancy of the rental unit. The owner or his agent and the tenant shall at that time jointly complete an inventory and damage list, and this shall be signed by all parties to the tenancy agreement. Duplicate copies of the inventory and damage list shall be retained by all parties and shall be deemed a part of the tenancy agreement. **A completed copy of the Inventory & Damage List must be provided to the office or reviewed with the inspector within 60 days of the date of the inspection or a \$25.00 fine will be levied. BMC16.12.040**

When issued, a copy of the new Rental Occupancy Permit shall be posted as required by BMC 16.12.080 (b): All rental units shall be required to have a current occupancy permit displayed in an accessible location inside the unit. The permit shall contain the name of the owner or his agent and the expiration date of the permit. BMC 16.12.080.(b)



City of Bloomington
H.A.N.D.

**Board of Housing Quality Appeals
Staff Report: Petition for Extension of Time**

Meeting Date: 09 March 2011

Petition Type: An extension of time to complete repairs

Petition Number: 11-TV-037

Address: 223 E. 1st St.

Petitioner: Stasny and Horn IGP

Inspector: Michael Arnold

Staff Report: 15 March 2010 Cycle Inspection
23 March 2010 Sent Inspection report
14 May 2010 Scheduled reinspection
12 June 2010 Reinspection completed
15 June 2010 Sent Temporary Permit
26 January 2011 Sent Exterior Extension reminder
08 February 2011 Received appeal

This property has been sold and the new owner has plans to demolish the structure and would prefer to not have to do the exterior repairs. Demolition should occur between 31 March 2011 thru 30 April 2011. The property will be vacated by 01 April 2011.

Staff recommendation: Grant the extension of time.

Conditions: The property shall be vacated by 01 April 2011 or the all repairs shall be in compliance with the Housing and property maintenance code and re-inspected no later than the deadline stated below, or this case will be turned over to the City of Bloomington Legal Department for further action including the possibility of fines.

Compliance Deadline: 15 June 2011

Attachments: Application, Cycle Inspection Report



**Application For Appeal
To The
Board of Housing Quality Appeals
P.O. Box 100
Bloomington, IN 47402
812-349-3420
hand@bloomington.in.gov**

Property Address: 223 E 1st St, Bloomington, IN

Petitioner's Name: Stasny & Horn IGP - E. Douglas Horn, General Partner

Address: 509 E Cottage Grove Ave Ste 1, PO Box 183

City: Bloomington **State:** Indiana **Zip Code:** 47402

Phone Number: (812) 339-4676 **E-mail Address:**

Owner's Name: E. Douglas Horn, C/O Stasny & Horn IGP

Address: 509 E Cottage Grove Ave Ste 1, PO Box 183

City: Bloomington **State:** Indiana **Zip Code:** 47402

Phone Number: 812-339-4676 **E-mail Address:**

Occupants: Four

The following conditions must be found in each case in order for the Board to consider the request:

1. That the exception is consistent with the intent and purpose of the housing code and promotes public health, safety, and general welfare.
2. That the value of the area about the property to which the exception is to apply will not be adversely affected.

Identify the variance type that you are requesting from the following drop down menu:

Variance Type: An extension of time to complete repairs. (Petition Type: TV)

Reminder:

A \$20.00 filing fee must be submitted with the Appeal Application or the application will not be considered to be complete! A completed application has to be submitted prior to the meeting application deadline in order to be placed on that months agenda!

(Will be assigned by BHQA)

11-TV-37

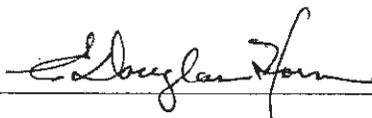
Petition Number: _____

In the space provided below please write a brief narrative regarding your request. Be specific as to what you are requesting, the reason(s) or justification(s) for your request, the amount of time needed to bring the property into compliance, as well as any modifications and/or alterations you are suggesting. The following information must be included dependent upon the type of variance you are requesting:

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 - 1. Specify the items that need the extension of time to complete.
 - 2. Explain why the extension is needed.
 - 3. Specify the time requested.
- B. A modification or exception to the Housing Property Maintenance Code. (Petition type: V)
 - 1. Specify the code reference number you are appealing.
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 - 1. Specify the decision being appealed and the relief you are seeking.
- D. Rescind a variance. (Petition type: RV)
 - 1. Detail the existing variance.
 - 2. Specify the reason the variance is no longer needed.

Exterior Painting Deadline is March 15, 2011. We request an extension of time through June 15, 2011. This project was halted by winter weather. 75% completed. Thank You.

Signature (Required):



Name (Print): E. Douglas Horn

Date: 2/8/11

Important information regarding this application format:

- 1. This form is designed to be filled out electronically, printed, then returned/submitted manually (e.g. postal mail).
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Print Form



**City of Bloomington
Housing and Neighborhood Development**

Exterior Extension Reminder

2527

OWNERS

=====

HORN, E. DOUGLAS
P.O. BOX 183
BLOOMINGTON, IN 47402

Prop. Location: 223 E 1ST ST
Date Inspected: 03/15/2010
Inspectors: Mike Arnold
Primary Heat Source: Gas
Property Zoning: RM
Number of Stories: 1

Number of Units/Structures: 4 / 1
Number of Bedrooms: 1 each unit
Max # of Occupants: 2 each unit
Foundation Type: Basement
Attic Access: No
Accessory Structure: none

This report is your reminder from the Housing and Neighborhood Development Office that this rental property is operating under a Temporary Permit that expires on **03/15/2011**.

If you have made all of the repairs on this report, contact our office immediately to schedule the required drive-by re-inspection.

Failure to make repairs or to schedule the required re-inspection will result in this matter being referred to the City Legal Department. Legal action may be initiated against you under Section 16.12.100 of the Bloomington Municipal Code.

It is your responsibility to contact the Housing and Neighborhood Development Office to schedule the required re-inspection. Our mailing address and telephone number are listed below.

Exterior:

Scrape and paint exterior surfaces where paint is peeling or wood is exposed. PM-303.2 (**This item has a deadline of 15 March 2011**).



City of Bloomington
H.A.N.D.

**Board of Housing Quality Appeals
Staff Report: Petition for Extension of Time**

Meeting Date: 09 March 2011

Petition Type: An extension of time to complete repairs

Petition Number: 11-TV-038

Address: 426 E. 11th St.

Petitioner: Stasny and Horn IGP

Inspector: Michael Arnold

Staff Report: 16 Marche 2010 Cycle Inspection
24 March 2010 Sent Inspection Report and Temporary Permit
26 January 2011 Sent Exterior Extension reminder
08 February 2011 Received Appeal

During the cycle inspection it was noted that exterior paint was needed where paint was peeling or chipping.

Staff recommendation: Grant the extension of time.

Conditions: All repairs must be completed and re-inspected no later than the deadline stated below, or this case will be turned over to the City of Bloomington Legal Department for further action including the possibility of fines.

Compliance Deadline: 15 June 2011

Attachments: Application, Exterior Extension reminder



**Application For Appeal
To The
Board of Housing Quality Appeals
P.O. Box 100
Bloomington, IN 47402
812-349-3420
hand@bloomington.in.gov**

Property Address: 426 E 11th St, Bloomington, IN

Petitioner's Name: Stasny & Horn IGP - E. Douglas Horn, General Partner

Address: 509 E Cottage Grove Ave Ste 1, PO Box 183

City: Bloomington **State:** Indiana **Zip Code:** 47402

Phone Number: (812) 339-4676 **E-mail Address:**

Owner's Name: Stasny & Horn IGP

Address: 509 E Cottage Grove Ave Ste 1, PO Box 183

City: Bloomington **State:** Indiana **Zip Code:** 47402

Phone Number: 812-339-4676 **E-mail Address:**

Occupants: Three

The following conditions must be found in each case in order for the Board to consider the request:

1. That the exception is consistent with the intent and purpose of the housing code and promotes public health, safety, and general welfare.
2. That the value of the area about the property to which the exception is to apply will not be adversely affected.

Identify the variance type that you are requesting from the following drop down menu:

Variance Type: An extension of time to complete repairs. (Petition Type: TV)

Reminder:

A \$20.00 filing fee must be submitted with the Appeal Application or the application will not be considered to be complete! A completed application has to be submitted prior to the meeting application deadline in order to be placed on that months agenda!

(Will be assigned by BHQA)

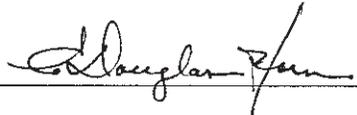
11-TV-38

Petition Number: _____

In the space provided below please write a brief narrative regarding your request. Be specific as to what you are requesting, the reason(s) or justification(s) for your request, the amount of time needed to bring the property into compliance, as well as any modifications and/or alterations you are suggesting. The following information must be included dependent upon the type of variance you are requesting:

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- D. Rescind a variance. (Petition type: RV)
 - 1. Detail the existing variance.
 - 2. Specify the reason the variance is no longer needed.

Exterior Painting Deadline is March 15, 2011. We request an extension of time through June 15, 2011. This home has aluminum siding. The repair is specific to the wooden double hung window system. The extension will allow the removal of aluminum storm windows unit, surface preparation, application of weather sensitive primer coat, application of two weather sensitive top coats of paint and the reinstallation of the storm window system. There are fourteen windows in this house. Thank you.

Signature (Required): 

Name (Print): E. Douglas Horn Date: 2/8/11

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Print Form



**City of Bloomington
Housing and Neighborhood Development**

Exterior Extension Reminder

2738

OWNERS

=====

STASNY & HORN, IGP
PO BOX 183
BLOOMINGTON, IN 47402-0183

Prop. Location: 426 E 11TH ST
Date Inspected: 03/16/2010
Inspectors: Mike Arnold
Primary Heat Source: Gas
Property Zoning: RH
Number of Stories: 1

Number of Units/Structures: 1 / 1
Number of Bedrooms: 3
Max # of Occupants: 5
Foundation Type: Basement
Attic Access: No
Accessory Structure: none

This report is your reminder from the Housing and Neighborhood Development Office that this rental property is operating under a Temporary Permit that expires on **03/15/2011**.

If you have made all of the repairs on this report, contact our office immediately to schedule the required drive-by re-inspection.

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It is your responsibility to contact the Housing and Neighborhood Development Office to schedule the required re-inspection. Our mailing address and telephone number are listed below.

Exterior:

Scrape and paint exterior surfaces where paint is peeling or wood is exposed. PM-303.2 (**This item has a deadline of 16 March 2011**).

150